



**WELLINGTON**  
SHIRE COUNCIL  
*The Heart of Gippsland*

## **Council Meeting Agenda**

**Meeting to be held at**

**Port Of Sale Civic Centre**

**Foster Street, Sale**

**Tuesday 3 February 2015, commencing at 1pm**

**or join Wellington on the Web:  
[www.wellington.vic.gov.au](http://www.wellington.vic.gov.au)**

## ORDINARY MEETING OF COUNCIL – 3 FEBRUARY 2015

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## Council Meeting Information

*Members of the Public Gallery should note that the Council records and publishes Council meetings via Webcast to enhance the accessibility of Council meetings to the broader Wellington community. These recordings are also archived and may be published on Council's Website for viewing by the public or used for publicity or information purposes. At the appropriate times during the meeting, members of the gallery may address the Council at which time their image, comments or submissions will be recorded.*

*Members of the public who are not in attendance at the Council meeting but who wish to communicate with the Council via the webcasting chat room should lodge their questions or comments early in the meeting to ensure that their submissions can be dealt with at the end of the meeting.*

*Please could gallery visitors and Councillors ensure that mobile phones and other electronic devices are turned off or in silent mode for the duration of the meeting.*



## **A - PROCEDURAL**



### **STATEMENT OF ACKNOWLEDGEMENT**

***“We acknowledge the traditional custodians  
of this land the Gunaikurnai people,  
and pay respects to their elders past and present”***



### **PRAYER**

***“Almighty God, we ask your blessing upon the Wellington  
Shire Council, its Councillors, officers, staff and their families.  
We pray for your guidance in our decisions so that the  
true good of the Wellington Shire Council may result to  
the benefit of all residents and community groups.”***

***Amen***



## **A - PROCEDURAL**

### **A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S**

**ITEM A4****ADOPTION OF MINUTES OF PREVIOUS MEETING/S**

ACTION OFFICER:

GENERAL MANAGER GOVERNANCE

DATE:

3 FEBRUARY 2015

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**OBJECTIVE**

To adopt the minutes of the Ordinary Council Meeting of 16 December 2014 as tabled.

**CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

**PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

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**RECOMMENDATION**

*That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 16 December 2014 as tabled.*



## **A - PROCEDURAL**

### **A5 BUSINESS ARISING FROM PREVIOUS MEETING/S**

**ITEM A5**

**BUSINESS ARISING FROM PREVIOUS MEETING/S**

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

3 FEBRUARY 2015

---

| ITEM | FROM MEETING | COMMENTS | ACTION BY |
|------|--------------|----------|-----------|
| Nil  |              |          |           |
|      |              |          |           |



## **A - PROCEDURAL**

### **A6 ACCEPTANCE OF LATE ITEMS**



## **A - PROCEDURAL**

### **A7 NOTICE/S OF AMENDMENT OR RESCISSION**



## **A - PROCEDURAL**

### **A8 NOTICE/S OF MOTION**



## **A - PROCEDURAL**

### **A9 RECEIVING OF PETITIONS OR JOINT LETTERS**

**ITEM A9(1)****OUTSTANDING PETITIONS**

ACTION OFFICER

GOVERNANCE

DATE:

3 FEBRUARY 2015

---

| ITEM  | FROM MEETING     | COMMENTS                         | ACTION BY                                       |
|---|------------------|----------------------------------|---|
| Request for path - Settlement Road, Wurruk  | 16 December 2014 | Refer to Item A9(2) listed below | Coordinator<br>Built<br>Environment<br>Planning |
| Request for road realignment and fire fuel reduction – Luckman’s Road and Warrigal Toms Creek Road, Newry | 16 December 2014 | Refer to Item A9(3) listed below | Coordinator<br>Built<br>Environment<br>Planning |
|   |                  |                                  |   |

**ITEM A9(2)****RESPONSE TO PETITION: REQUEST FOR PATH – SETTLEMENT ROAD, WURRUK**

DIVISION: BUILT AND NATURAL ENVIRONMENT  
 ACTION OFFICER: MANAGER BUILT ENVIRONMENT  
 DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
| ✓         |               |             |                | ✓            | ✓                 |           |               | ✓            |                 |

**OBJECTIVE**

To consider and respond to the petition from received by Council at it's meeting of 16 December 2014, requesting a path to be constructed adjacent to Settlement Road, Wurruk, between Tylers Road and the Princes Highway.

**BACKGROUND**

The Wellington Shire Council's Walking and Cycling Strategic Plan 2012-16 provides a framework to promote and encourage walking and cycling throughout the community, including a framework for the provision of appropriate infrastructure. The document was adopted by Council in December 2012 following extensive development by a working group consisting of representatives from key stakeholder organisations and community groups. A robust community consultation process was undertaken to determine the priorities of the community in order to increase their walking and cycling opportunities.

In addition to key strategic principles aimed at improving walking and cycling throughout the community, the Walking and Cycling Strategic Plan established a framework for Council to assess future walking and cycling projects, identifies standards for new infrastructure, and developed a path priority matrix which may be used by Council as a strategic tool to assess and evaluate the priority of future projects identified by the community.

Approximately \$9M worth of projects were identified during the development of the Walking and Cycling Strategic Plan. These projects are within townships or link large communities and focus heavily on connecting key community facilities.

The Walking and Cycling Strategic Plan 2012-16 established that paths would not be extended into rural living and rural residential areas, except in cases where they provide key linkages between community destinations. This position was developed based on the large amount of projects identified in high density areas and taking into account available resources. This position is also consistent with the planning requirements associated with rural living and low density residential development, where infrastructure provisions such as paths, street lighting and underground stormwater drainage are not generally provided, given the lower density of population.

Rural residential developments on the outskirts of townships similar to those that abut Settlement Road are spread throughout the municipality, particularly in Wurruk, Longford, Heyfield, Stratford and Rosedale.

Typically, new paths are constructed using concrete except in parks and reserves where a gravel path will receive a higher level of service and in the majority of cases will provide increased community satisfaction and a lower whole of life cost due to reduced maintenance. It is relatively expensive to maintain a good surface on a gravel path, especially after storm events and restricting vegetation ingress can be problematic in rural areas.

A special charge scheme could be developed if the benefitting property owners supported its development inline with the Council Policy for Special Charge Schemes – Roads, Streets and Drainage. This avenue could facilitate the resident’s request for a path outside of the adopted Walking and Cycling Strategic Plan.

## **OPTIONS**

Council has the following options:

1. Write to the head petitioner advising that a path will not be constructed on Settlement Road, in line with the Walking and Cycling Strategic Plan 2012-16; or
2. Make an allocation of \$70,000 and construct a shared 2.5m wide path constructed using gravel materials
3. Make an allocation of \$225,000 and construct a shared 2.5m wide path constructed using concrete; or
4. Make an offer to develop a special charge scheme if supported by the benefitting property owners.

## **PROPOSAL**

1. Council not agree to the request for a path to be constructed on Settlement Road, Wurruk at this time, in line with the Walking and Cycling Strategic Plan 2012-16; and
2. The Chief Executive Officer write to the head petitioner to advise them of Councils decision in relation to this matter.

## **CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

## **FINANCIAL IMPACT**

The cost of a 2.5 metre wide gravel path as requested would cost approximately \$70,000 and have a life of approximately 5 – 10 years before requiring renewal at similar costs. A gravel path will likely have a high annual cost to maintain free of vegetation depending on the maintenance undertaken adjacent to the path by the abutting landowner.

A concrete option would cost approximately \$225,000 and have an estimated life of 60 years.

None of these options including developing a special charge scheme are currently budgeted for in any forward program.

## **COUNCIL PLAN IMPACT**

The Council Plan 2013-2017 Theme 4 Infrastructure states the following strategic objective and related strategies:

Strategic Objective

“Assets and infrastructure that meet current and future community needs.”

Strategy 4.1

“Undertake service delivery planning to provide community assets in response to identified needs.”

Strategy 4.2

“Ensure assets are managed, maintained and renewed to meet service needs.”

This report supports the above Council Plan strategic objective and strategies.

**RESOURCES AND STAFF IMPACT**

The proposal can be undertaken within existing allocated resources.

**CONSULTATION IMPACT**

No stakeholder consultation has been undertaken.

**PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

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**RECOMMENDATION**

***That:***

- 1. Council not agree to the request for a path to be constructed on Settlement Road, Wurruk at this time, in line with the Walking and Cycling Strategic Plan 2012-16; and***
- 2. The Chief Executive Officer write to the head petitioner to advise them of Councils decision in relation to this matter.***

**ITEM A9(3)****RESPONSE TO PETITION: REQUEST FOR ROAD REALIGNMENT AND FIRE FUEL REDUCTION – LUCKMAN’S ROAD AND WARRIGAL TOMS CREEK ROAD, NEWRY**

DIVISION: BUILT AND NATURAL ENVIRONMENT  
 ACTION OFFICER: MANAGER BUILT ENVIRONMENT  
 DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
| ✓         |               | ✓           |                | ✓            | ✓                 |           | ✓             |              |                 |

**OBJECTIVE**

To consider and respond to the petition received by Council at its meeting of 16 December 2014, requesting road realignment and fire fuel reduction works on Luckmans Road, Boisdale and Warrigal Toms Creek Road, Newry.

**BACKGROUND**

Council received a petition at its meeting of 16 December 2014 requesting the realignment of Luckmans Road and Warrigal Toms Creek Road and the reduction of roadside fire fuel loads adjacent to both roads.

Warrigal Toms Creek Road is 6.7km in length and presently has a nominated road hierarchy of Local Access B. The road heads in a northerly direction from an origin at Boisdale Newry Road. The road serves a number of adjoining rural properties and terminates at the Crown land boundary. Traffic counts conducted on Warrigal Toms Creek Road in May 2014, 80m south of the intersection with Locks Road, indicated a total of 71 vehicles per day. The road is located in generally steep and undulating terrain and has been constructed with many curves due to the general topography and roadside vegetation.

Luckmans Road is 6.7km and intersects Warrigal Toms Creek Road at the west end and Boisdale Valencia Creek Road at the east end. The east end of the road is sealed for a length of approximately 2.5km. From the east end the road has a nominated road hierarchy of Local Access A for a length of 3.6km, the remainder has a nominated road hierarchy of Local Access B for a distance of 3.7km to the intersection of Warrigal Toms Creek Road.

The Wellington Shire Municipal Fire Management Planning Committee (MFMP), a multi-agency committee, has developed and maintains a list of roads of strategic importance for fire prevention that require vegetation treatments for the purposes of modifying fire fuel loads on roadsides. This committee considers priorities presented by local CFA brigades, through their relevant Groups.

Luckmans Road and Warrigal Toms Creek Road have not been identified for treatment through this program and subsequently do not receive additional treatment specific to roadside fire fuel management. Inspection and maintenance activities are undertaken in line with Council’s Road Management Plan which includes maintaining a clearance zone to allow the unobstructed passage of legally sized vehicles.

The MFMP are undertaking a review of the roadsides nominated for fuel reduction treatments in preparation for the 2015-16 fire season.

## **OPTIONS**

Council has the following options:

1. Make provision within future year's capital works programs to realign Warrigal Toms Creek Road and Luckmans Road, as requested by the petitioners;
2. Make provision to clear vegetation from Warrigal Toms Creek Road and Luckmans Road, as requested by the petitioners;
3. Continue to maintain Warrigal Toms Creek Road and Luckmans Road in line with the current Road Management Plan;
4. The relevant Council Officers table the concerns of the petitioners in relation to roadside fire fuel loads at the next meeting of the Municipal Fire Management Planning Committee.

## **PROPOSAL**

1. Council continues to maintain Warrigal Toms Creek Road and Luckmans Road in line with the current Road Management Plan; and
2. The relevant Council Officers table the concerns of the petitioners in relation to roadside fire fuel loads at the next meeting of the Municipal Fire Management Planning Committee.

## **CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest"

## **FINANCIAL IMPACT**

Reconstructing and realigning the roads as requested by the petitioners would cost an estimated \$100,000 per kilometre of road. This amounts to approximately \$650,000 for Warrigal Toms Creek road and \$400,000 for the presently unsealed section of Luckmans Road.

The cost associated with reducing fuel loads along Warrigal Toms Creek Road and Luckmans Road would vary significantly dependent on the scope of works and regulatory conditions, however undertaking works to clear up to 3m from the edge of road where possible would be at a cost of approximately \$5,000 - \$10,000 per kilometre, equating to \$67,000 - \$134,000 in total, for this level of clearance. This level of clearance could be maintained on annual basis, for approximately \$2000 per km.

Neither of these options are currently budgeted for in any forward program.

## **LEGISLATIVE IMPACT**

Native vegetation is protected under the Planning Scheme, State and Commonwealth legislation. While exemptions exist for removal of vegetation associated with some road maintenance activities and for fuel reduction activities as required by Municipal Fire Management Planning Committees, other works generally require Planning permits and other approvals. All sections of Warrigal Toms Creek Road have been identified as having roadside vegetation of medium or high environmental significance.

## COUNCIL PLAN IMPACT

The Council Plan 2013-2017 Theme 4 Infrastructure states the following strategic objective and related strategies:

Strategic Objective

*“Assets and infrastructure that meet current and future community needs.”*

Strategy 4.1

*“Undertake service delivery planning to provide community assets in response to identified needs.”*

Strategy 4.2

*“Ensure assets are managed, maintained and renewed to meet service needs.”*

## RESOURCES AND STAFF IMPACT

The proposal can be undertaken within existing allocated resources.

## ENVIRONMENTAL IMPACT

All sections of Warrigal Toms Creek Road have been identified as having roadside vegetation of medium or high environmental significance. The request of the petitioners for road realignment works and reduction of roadside fire fuel loads may be in conflict of these environmental values.

## PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

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### RECOMMENDATION

***That:***

- 1. Council continues to maintain Warrigal Toms Creek Road and Luckmans Road in line with its Road Management Plan; and***
- 2. The relevant Council Officers table the concerns of the petitioners in relation to roadside fire fuel loads at the next meeting of the Municipal Fire Management Planning Committee.***

**+**

**ITEM A9(4)****RECEIPT OF PETITION: REQUEST TO SEAL HUFFERS ROAD, MERRIMAN STREET AND KYLE STREET IN ROSEDALE**

DIVISION: BUILT AND NATURAL ENVIRONMENT  
 ACTION OFFICER: MANAGER BUILT ENVIRONMENT  
 DATE: 3 FEBRUARY 2015

| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
|           |               | ✓           |                |              |                   |           |               |              |                 |

**OBJECTIVE**

To present Council with a petition in relation to the sealing of Huffers Road, Merriman Street and Kyle Street in Rosedale.

**BACKGROUND**

A petition containing 13 signatures has been received by Council.

A copy of the petition is attached for Council information.

**LEGISLATIVE IMPACT**

Section L6.59 of Wellington Shire Council Processes of Municipal Government (Meetings and Common Seal) Local Law No 1 provides for petitions and joint letters:



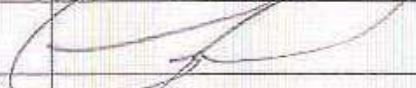


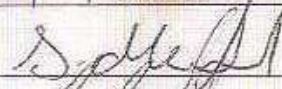

“A petition or joint letter presented to the Council must lay on the table for a period determined by the Council but not exceeding the next two Council Meetings. No motion, other than to receive the petition or joint letter may be accepted by the Chairperson, unless the Council unanimously agrees to deal with it earlier.”

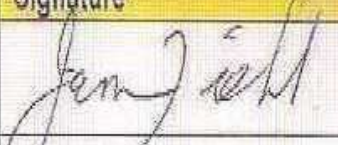



**PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY****RECOMMENDATION**

***That Council receive the attached petition relating to the sealing of Huffers Road, Merriman Street and Kyle Street in Rosedale.***

## Petition to Seal Huffers Road, Merriman Street & Kyle Street Rosedale.

|                                  |   |
|----------------------------------|---|
| Petition Summary and Background: | To raise the priority level for the sealing of Huffers Road, Merriman Street & Kyle street, all of which are listed under the Wellington Shire Council's Road Construction program.   |
| Action Petitioned For:           | <p>We the undersigned, being the residents and ratepayers of Huffers Road, Merriman Street and Kyle Street in Rosedale lodge this petition to request that Wellington Shire Council urgently raise the priority level of all these roads/streets to bring forward the future construction/sealing as proposed in Council's Road Construction Plan.</p> <p>All of the above roads/streets have ongoing quality issues and are currently in terrible condition. We also consider all to have quite high maintenance requirements.</p> <p>We are aware that the Special Charge Scheme would apply, but to remain fair and equitable to all of us we hope that the three roads/streets can be combined into one single job with the contributions evenly divided between all property owners, as Huffers Road has very low residents per kilometre.</p> |

| Printed Name | Signature   | Address | Comment | Date       |
|--------------|---|---------|---------|------------|
| R. CLERK.    |    |         |         | 28/12/14   |
| B Foster     |    |         |         | 28/12/14   |
| J LENNOX     |    |         |         | 29/12/2014 |
| P Borradaile |   |         |         | 29/12/2014 |
| Mullin       | R. Canou  |         |         | 29/12/2014 |
| J. Parsons   |  |         |         |            |
| P. KALMS     | P. Kalms  |         |         | 3/1/15.    |
| S. Mitsud    |  |         |         | 3/1/15     |
| S GILMORE    |  |         |         | 5/1/15     |

| Printed Name   | Signature   | Address | Comment | Date   |
|----------------|---|---------|---------|--------|
| JAMES FIELD    |  |         |         | 5-1-15 |
| PETER LAND     |  |         | EE      | 5-1-15 |
| MICHELLE CLEGG |  |         |         | 5-1-15 |
| SIM FLEMING    |  |         |         | 6-1-15 |
|                |   |         |         |        |



## **A - PROCEDURAL**

### **A10 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS**

**ITEM A11**

**GALLERY COMMENTS**

DIVISION:

CHIEF EXECUTIVE OFFICER

ACTION OFFICER:

CHIEF EXECUTIVE OFFICER

DATE:

3 FEBRUARY 2015

---



## **A - PROCEDURAL**

### **A12 QUESTIONS ON NOTICE**

**ITEM A12(1)**

**OUTSTANDING QUESTIONS ON NOTICE**

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

3 FEBRUARY 2015

---

| ITEM | FROM MEETING | COMMENTS | ACTION BY |
|------|--------------|----------|-----------|
| Nil  |              |          |           |



## A - PROCEDURAL

# A13 MAYOR'S REPORT

A Mayor's Report is due to be presented on the 17 February 2015.



## **A - PROCEDURAL**

# **A14 YOUTH COUNCIL REPORT**

Youth Council will present a quarterly report to Council at the 3 March 2015 Council meeting.



## **B –REPORT**

# **DELEGATES**



## **C1 - REPORT**

# **CHIEF EXECUTIVE OFFICER**

**ITEM C1.1****DECEMBER 2014 PERFORMANCE REPORT**

DIVISION: CHIEF EXECUTIVE OFFICER  
 ACTION OFFICER: CHIEF EXECUTIVE OFFICER  
 DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
| ✓         | ✓             | ✓           | ✓              | ✓            |                   |           |               |              |                 |

**OBJECTIVE**

For Council to receive and note the December 2014 Council Performance Report.

**BACKGROUND**

The December 2014 Council Performance Report comprises key highlights towards achievement of the 2013 -17 Council Plan, progress in relation to Major Initiatives and Initiatives as identified in the 2014/15 Budget together with an overview of Council finances including an Income Statement, a Balance Sheet with commentary regarding any major variances, information on cash balances, the level of rates outstanding and a progress update on Council's Capital Works program.

Section 138(1) of the *Local Government Act 1989* requires that at least every three months, the Chief Executive Officer must ensure that a statement comparing budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to Council at a Council meeting which is open to the public.

**OPTIONS**

Following consideration of the attached December 2014 Performance Report, Council can resolve to either:

1. Receive and note the December 2014 Council Performance Report; or
2. Not receive and note the December 2014 Council Performance Report and seek further information for consideration at a later Council meeting, which would result in Council not meeting legislative requirements.

**PROPOSAL**

That Council receive and note the attached December 2014 Council Performance Report.

**CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

**FINANCIAL IMPACT**

The attached financial report provides information that informs Council on its financial operations for the December 2014 quarter as well as the expected financial position for the 2014/15 year.

The report indicates that the final operating result for 2014/15 will be slightly worse (by \$0.4 million) than originally budgeted, mainly due to the impact of non-cash items (which increase the deficit by \$0.6 million), additional 2013/14 operating carried forwards (funded from cash unspent at June 2014 of \$0.8 million). These changes are partly offset by additional grant funding, supplementary rates raised and savings on insurance premiums.

### **COMMUNICATION IMPACT**

The Council Plan communicates Council's strategic direction to the community. The Council Plan can also be used by Council to communicate its vision and direction to other tiers of government, organisations, government agencies and funding bodies.

### **LEGISLATIVE IMPACT**

Section 138(1) of the *Local Government Act 1989* requires that at least every three months, the Chief Executive Officer must ensure that a statement comparing budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to Council at a Council meeting which is open to the public.

### **COUNCIL POLICY IMPACT**

The December 2014 Council Performance Report has been prepared in the context of existing Council policies.

### **COUNCIL PLAN IMPACT**

Objective 2.2 states that Council will:

*"Maintain processes and systems to ensure sound financial management"*

Objective 2.3 states that Council will:

*"Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making".*

### **PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

---

### **RECOMMENDATION**

***That Council receive and note the December 2014 Council Performance Report as attached.***

## DECEMBER PERFORMANCE REPORT

| Major Initiatives  | Completion Target | Progress Comment  | Status    |
|--|-------------------|---|-----------|
| <b>LEADERSHIP AND ENGAGEMENT</b>   |                   |   |           |
| Undertake a review of Wellington Matters, both in terms of timing and content as well as its effectiveness as a communication agent                            | 30 June 2015      | <p>A review paper was prepared based on the Wellington Matters survey undertaken late last year and the 2014 Community Satisfaction Survey. Councillors were presented with a workshop in July 2014 and agreed to proposed changes with minor amendments.</p> <p>The first edition of the new Wellington Matters was produced in August, distribution in September. The new version is concise with information reflective of public feedback. It is printed on paper manufactured in Morwell and printed in Bairnsdale. This publication also presents the ability to value to add through the commencement of an organisation social media channel.</p> <p>The review presented that whilst the Wellington Matters remains a popular communication agent, an increasing number of residents seeks information via social media. As a result, Wellington Shire Council's Facebook page went live on 6 August 2014.</p> | Completed |
| <b>ORGANISATIONAL</b>  |                   |   |           |
| Ensure input and reporting of data to meet the requirements of the Local Government Performance Reporting Framework is completed within regulatory guidelines. | 30 June 2015      | <p>Responsibility for reporting on each of the Local Government Performance Reporting Framework (LGPRF) indicators has been assigned to relevant managers and each has been included in our primary corporate planning and reporting system. The LGPRF working group met in October to review both data and commentary collected for the Jul-Sep reporting period to further ensure that Council is able to meet the new regulatory reporting requirements. Data was sent to DTPLI for inclusion in first quarter 2014 reporting trial.</p>   | Ongoing   |
| Manage the project planning and delivery of the Information technology requirements for the Desailly   | 30 April 2015     | Communications Tower - Microwave relocation works rescheduled to 27 Jan due to weather and equipment fit out  | 80%       |

| Major Initiatives   | Completion Target | Progress Comment   | Status    |
|---|-------------------|--|-----------|
| Street office relocation.   |                   | issues. Works to be completed over a 3 day period.<br>Desktop rollout - Desktop computer fit out commenced.<br>New phone system - All hardware installed. Installation and configuration commenced with completion scheduled for March 2015.<br>Early Introduction of tablet technology - All Managers have received new tablet technology for testing purposes. A trial and early introduction for Coordinators is being scheduled.   |           |
| Develop a Rating Strategy to guide future rating decisions for Council's consideration.   | 28 February 2015  | A Draft Rating Strategy has been developed which will be presented to Council for consideration and release for public submission on 3 February 2015.  | 90%       |
| <b>NATURAL ENVIRONMENT</b>  |                   |  |           |
| Progress rehabilitation of the Sale Transfer Station site as required by the project plan.  | 30 June 2015      | Projects managing demolition and rehabilitation works. Tender documents being developed ready for tender in February 2015. Works planned for April   | 50%       |
| <b>INFRASTRUCTURE</b>   |                   |  |           |
| As one of the key components of the Port Albert flood protection and drainage study, asses and report on possible flood protection solutions for the northern end of Port Albert. | 30 June 2015      | A Council Workshop was held in September where this action was discussed. The study proposed would not resolve the issues regarding the extension of the seawall   | Completed |
| Progress refurbishment of Sale Livestock Exchange in accordance with the project plan   | 30 June 2015      | This is a multiyear project requiring five contracts to complete the refurbishment. Four contracts have been awarded, with works complete on one and progressing well on the other three.<br>The status of the five contracts is as follows:<br>-2014 021 Buyers Walkway Crown Unit Supply Works Commenced off site 05/11/14<br>-2014 022 Removal of Existing Pens Works Completed 28/11/14<br>-2014 023 Selling Shed Construction Works Commenced off site 11/11/14<br>-2014 024 Selling Shed Fit out Awarded 16 December 2014<br>-2014 025 Civil Works including site access Preplanning | 50%       |

| Major Initiatives   | Completion Target | Progress Comment  | Status    |
|---|-------------------|---|-----------|
|   |                   | It is expected that the civil works contract will be awarded in the second half of this calendar year and all works will be complete as scheduled   |           |
| Implement recommendations of the West Sale Airport Report on Land Tenure and Council resolution to progress development of freehold land for recreational purposes at West Sale Airport | 30 June 2015      | Issues of freehold and leasehold land tenure in the Eastern (Recreational Aviation) Precinct to be considered with the view of encouraging development in a planned and well throughout manner. Outline Development Plan have been prepared for consideration by Advisory Group and have been presented to Council. Council report will be presented in March regarding land tenure options.  | 42%       |
| Finalise the development of new office accommodation at Desailly Street, Sale   | 30 June 2015      | Key Building contract advertised and awarded in September 2014. All others key contracts in place for electrical, mechanical, furniture and floor coverings. Works plan developed to have office relocated to Desailly Street by 31 March 2015.   | 50%       |
| <b>LAND USE PLANNING</b>  |                   |   |           |
| Publically exhibit/advance a planning scheme amendment to implement the Port Albert Rural Lifestyle Lot Review and report to Council  | 30 June 2015      | Following public exhibition, the Port Albert Rural Lifestyle Lot Review was adopted by Council on 2 December 2014. The adopted project will now be implemented through a planning scheme amendment.   | Completed |
| <b>ECONOMY</b>  |                   |   |           |
| Continue to advocate for the delivery of Defence Project AIR 5428 at RAAF Base East Sale  | 31 March 2015     | Discussions continuing with key representatives for AIR5428 bid and media release issued 18 December providing general update and that indications are outcome will be known first quarter of 2015 but not announced necessarily immediately. Ongoing assistance by Council to facilitate information to support Victorian outcome. Council negotiated a pod at the State Govt stand for Avalon Air show 2015 to promote future potential business opportunities from a successful bid for AIR 5428 and flow on for West Sale Airport | 65%       |
| <b>COMMUNITY WELLBEING</b>  |                   |   |           |

| Major Initiatives  | Completion Target | Progress Comment   | Status  |
|--|-------------------|--|---------|
| Complete the Sale Memorial Hall Master Plan  | 30 June 2015      | Quotes received for the Sale Memorial Hall Master Plan. Appointment of consultant scheduled for early January with works commencing in late January. Council has been successful in obtaining \$30,000 towards a \$40,000 total project - for the Sale Memorial Hall Precinct Master plan development.   | 50%     |
| Ensure the early years service at the Yarram District Hub commences on time and on budget  | 30 June 2015      | Negotiations continue with Gumnuts Early Learning Centre to be the provider of Early Years Services at Yarram Hub and to commence the delivery of Early Years Services at the Yarram Hub from Term 2, 2015. Contract documents are being reviewed by a Solicitor for Gumnuts. Staffs have commenced the paperwork for DEECD licensing for Yarram.  | 50%     |
| Advance the development of the Port of Sale Cultural Hub in accordance with agreed timelines and budget                          | 30 June 2015      | Preliminary draft concept plans and cost plans provided by architect and quantity surveyor in December. Value management exercise commenced to bring cost plan down to project budget with concept redesign expected to be necessary due to budget limitations. Next iteration of concept design options expected mid-January. Internal art gallery and library functional planning group established in December to ensure materials handling, ICT and building and service functional aspects are being properly incorporated into the concept design. Formal project plan reporting and governance meetings with funding bodies have commenced in relation to the Desailly Street new civic accommodation and the Port of Sale Cultural Hub projects. | Ongoing |
| Ensure the Library Service within the Yarram District Hub commences on time and on budget and works towards maximising potential | 30 June 2015      | Yarram Library successfully opened on 30 October.  | Ongoing |
| Review and Audit the Municipal Emergency Management Plan   | 30 June 2015      | The review of the Municipal Emergency Management Plan (MEMP) was completed on 27 November 2014 when the Municipal Emergency Management Plan Committee  | 95%     |

| Major Initiatives   | Completion Target   | Progress Comment  | Status     |
|---|---------------------|---|------------|
|   |                     | <p>endorsed the Plan. All preparation for the audit of the MEMP will be completed by 9 January 2015. The Audit of the MEMP is scheduled for 12 January 2015. Currently completing pre-audit check-list. Council has a representative on the Regional Risk Working Group (a sub-committee of the Regional Emergency Management Planning Committee). The Group has aggregating, from the six Gippsland Municipal Emergency Management Plans, the top 15 hazards for the Gippsland Region. This is the first step in developing a Regional Emergency Management Plan REMP.</p>   |            |
| <p>Ensure implementation of municipal responsibilities for 2014-15 in the Healthy Wellington Action Plan.</p> | <p>30 June 2015</p> | <p>The following projects are in progress and the impacts of these projects will be measured and evaluated;</p> <ul style="list-style-type: none"> <li>• Development of the Great Rides in Wellington Resource (Physical Activity priority area)</li> <li>• Implementation of the Paving the Way project amongst Wellington Shire Councillors and Council Officers (Prevention of Violence Against Women and Children priority area)</li> <li>• Development of a resource for delivering inclusive events (Social Inclusion and Connection priority area)</li> <li>• Establishment of the Volunteering in Wellington website (Social Inclusion and Connection priority area)</li> </ul> | <p>50%</p> |

| Initiatives  | Completion Target | Progress Comment   | Status  |
|--|-------------------|--|---------|
| <b>LEADERSHIP AND ENGAGEMENT</b>   |                   |  |         |
| Facilitate delivery of two key outcomes in the Community Engagement strategy implementation plan                                 | 30 June 2015      | The Community Engagement Strategy 2011-2015 has been reviewed and revised. Engagement is underway to receive feedback on a Community Engagement Process and to determine the supporting information, training and documentation needed by Council staff to comply with this process. | 50%     |
| Ensure the 2014-15 actions in the Arts and Culture Strategy are allocated to appropriate business units for implementation       | 30 June 2015      |  | 25%     |
| Implement the 2014-15 actions in the Access and Inclusion Plan that are the responsibility of the Arts and Culture Unit          | 30 June 2015      | Continuing investigation into provision of desktop portable hearing loop, consistent with model selected for Business Centres and other Council reception desks.   | 25%     |
| Commence development of a Communications Strategy to enhance the flow of information to and from the Wellington Shire community. | 30 June 2015      | Work has continued in relation to the EM sub-plan.   | Ongoing |

| Initiatives  | Performance Target | Progress Comment  | Status    |
|--|--------------------|---|-----------|
| <b>ORGANISATIONAL</b>  |                    |   |           |
| Review organisational corporate planning and reporting system requirements to ensure effective corporate planning and reporting. | 28 February 2015   | A potential alternate configuration of the current corporate planning and reporting system has been identified and reviewed and an additional alternative system is now also currently being investigated.  | 60%       |
| Commence the development of a new Domestic Waste Water Management Plan.  | 30 June 2015       | Providing Consultant with further information to assist in the review of the Domestic Wastewater Management Plan including liaising with James Blythe (WSC GIS Officer). Both Council's to provide further information to Consultant prior to second meeting in Feb 2015. WSC Environmental Health Unit have begun new process and implementation of Septic Tank permit process on Authority. Enable the tracking of permits from application to permit to use process through the use of current Council system (Authority). | 50%       |
| Undertake a review of Council's corporate records management system and its fit for purpose.                                     | 31 October 2014    | Review complete. Submission and presentation to CMT scheduled for Feb 2015.   | Completed |
| Prepare Annual Budget in accordance with legislative requirements and present to Council for consideration                       | 30 June 2015       | Proposal currently being drafted for presentation to ICT Steering Committee for review in late Nov/Dec (revised due to Desailly Project commitments).   | 70%       |
| Complete and Implement a New Recruitment Strategy  | 30 June 2015       |   | Ongoing   |

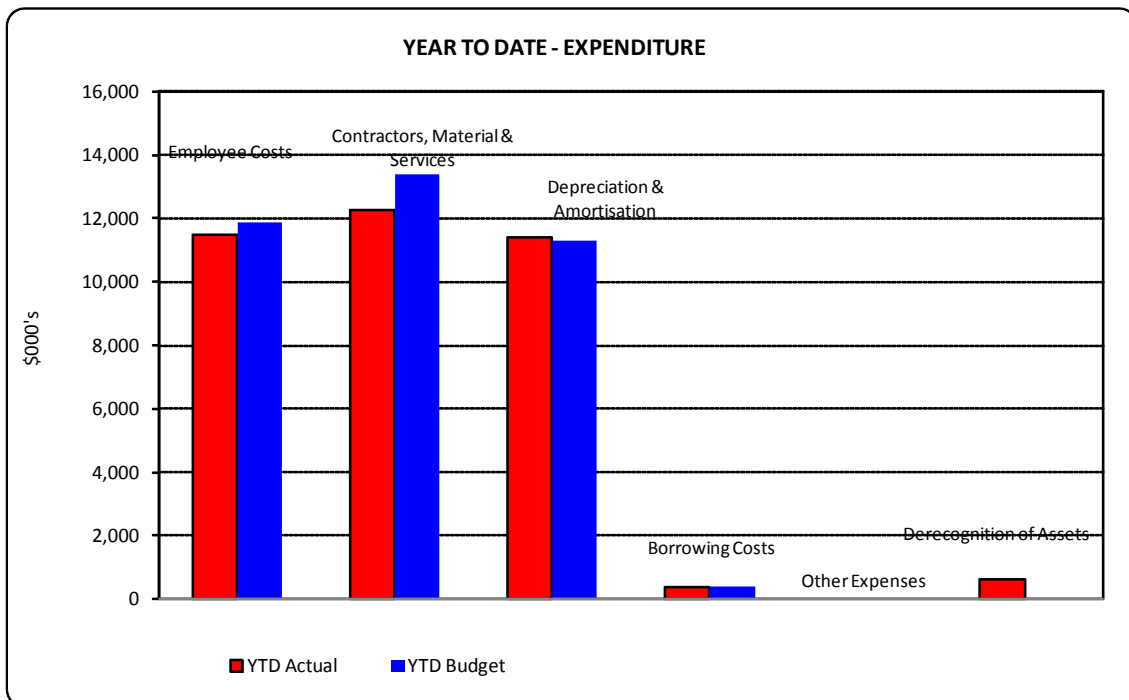
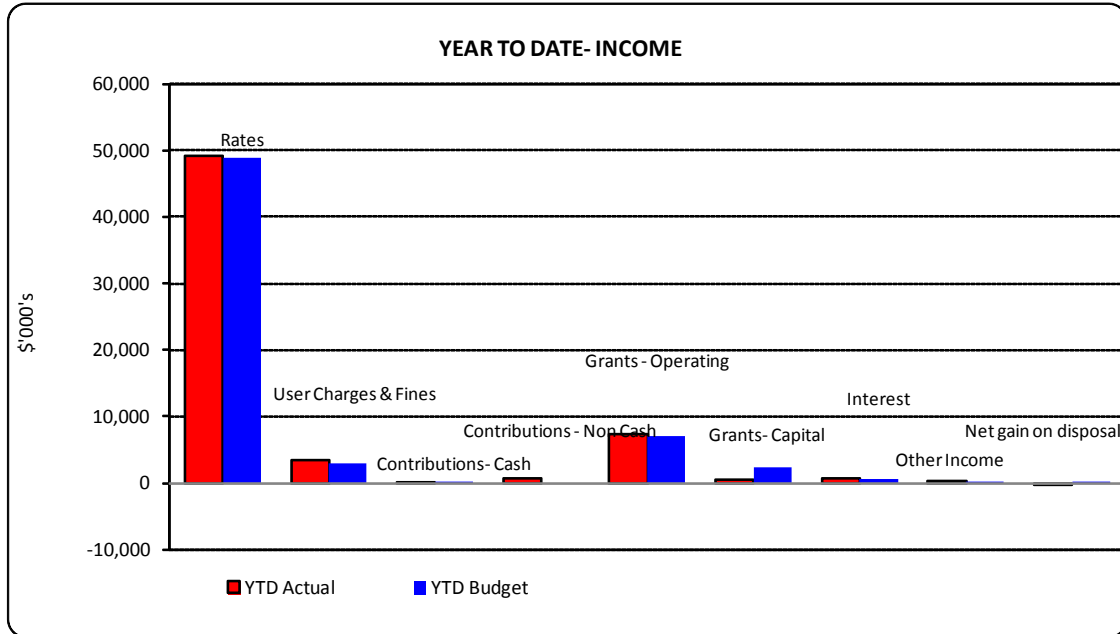
| Initiatives  | Completion Target | Progress Comment   | Status |
|--|-------------------|--|--------|
| <b>NATURAL ENVIRONMENT</b>   |                   |  |        |
| Develop three Town Street Tree Plans   | 30 June 2015      | Preliminary work started to progress action. Information handouts to be produced in late January. Audit of existing conditions in both towns to commence in February. Consultation process to follow audit in late February.   | 50%    |
| <b>INFRASTRUCTURE</b>  |                   |  |        |
| Complete installation of new energy efficient street lights in accordance with the project plan.             | 30 June 2015      | This project commenced in 2013/2014 with the selection and purchase of LED luminaires to replace the 80 watt Mercury Vapour luminaires currently being used. The contractor awarded the tender for the installation of the 18W LED luminaires has commenced in the southern area of the shire.   | 35%    |
| Implement planning and initial consultation stages of Wellington Residential Road & Street Construction Plan | 30 June 2015      | Implementation plan has been discussed with Council in a workshop on 5 August 2014 with direction received to pursue consultation with residents of priority projects. Work has commenced on design and detailed project scoping for the first priorities of the Implementation Plan, to be completed in December in preparation for direct consultation with relevant stakeholders from January 2014. | 41%    |
| <b>LAND USE PLANNING</b>   |                   |  |        |
| Prepare an updated outline development plan for North Sale and associated developer contribution regime      | 30 June 2015      | Consultant quotations are currently being sought. It is expected that a consultant will be appointed in early 2015.  | 41%    |

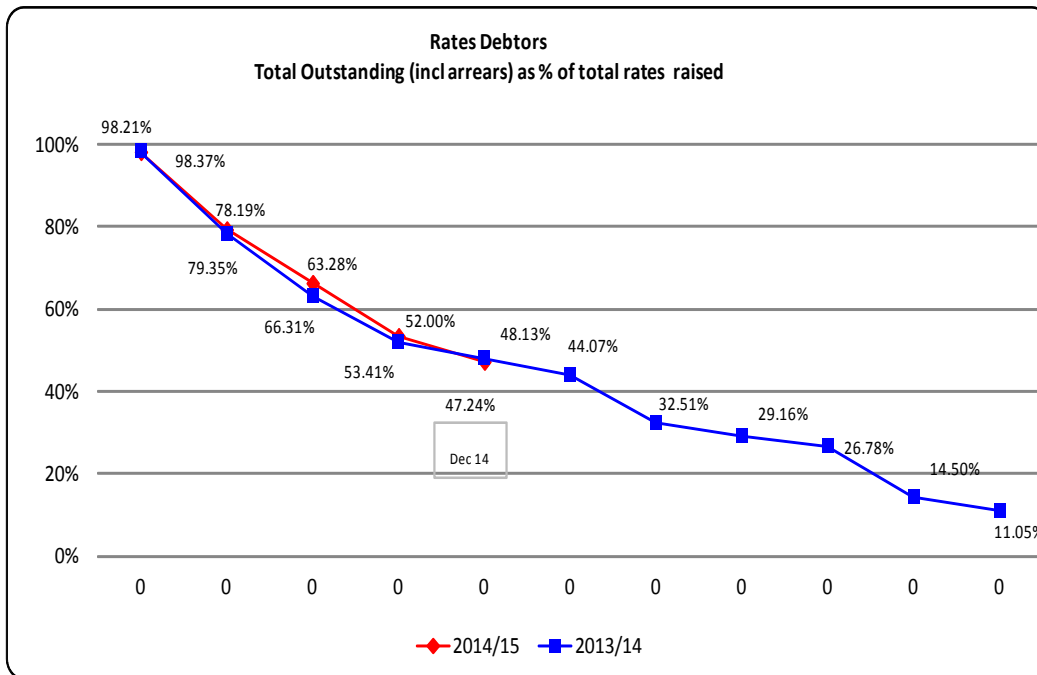
| Initiatives   | Completion Target | Progress Comment  | Status |
|---|-------------------|---|--------|
| <b>ECONOMY</b>  |                   |   |        |
| Implement a coordinated Wellington Shire Events Program with associated funding streams and processes                 | 30 June 2015      | <p>Work continuing with liaison with other business units on events coordination, and Council workshop held 2 September to provide update. New internal coordination process in place from mid September, with division of responsibilities for Events Administration, Events Liaison and Events Attraction/Strategic management roles.</p> <p>New process already showing benefit and assisting organisers. Website rewrite in draft form.</p> <p>Council workshop for Events Attraction framework now scheduled for 17 February 2015.</p> | 85%    |
| <b>COMMUNITY WELLBEING</b>  |                   |   |        |
| Complete all Level 3 Recreation Master Plans  | 30 June 2015      | 7 of 13 Level 3 master plans have been completed and 1 level 4 master plan has been completed. A further 4 master plans have been initiated and are waiting for User Group Surveys to be returned. Consultation meetings will be established with remaining Level 3 reserves for early in 2015.   | 55%    |
| Ensure Implementation of all municipal responsibilities identified in the Municipal Emergency Management Plan 2014-15 | 30 June 2015      | <ul style="list-style-type: none"> <li>- Municipal responsibilities in relation to response, relief and recovery for the Jack River Fire in February 2014 were implemented as per the Plan.</li> <li>- Currently preparing for the audit by SES of the Municipal Emergency Management Plan'</li> </ul>  | 50%    |
| Ensure implementation of the 2014-15 actions identified in the Municipal Early Years Action Plan                      | 30 June 2015      | <p>An introduction to recognising and responding to family violence has been delivered to the Wellington Early Years Network.</p> <p>Two interactive online seminars through the Bastow Institute have been made available to members in the Wellington Early Years Network- 1. The power of linking drawing and emergent writing in children and 2. Babies and</p>   | 50%    |

| Initiatives  | Completion Target   | Progress Comment   | Status     |
|--|---------------------|--|------------|
|  |                     | <p>toddlers, amazing learners.<br/>           Children’s week activities focussed on “Messy Play” were offered in events throughout the Shire. The events attracted many participants and were a collaborative effort with UnitingCare Gippsland and other local agencies.</p>   |            |
| <p>Ensure implementation of 2014-15 actions identified in relation to the Access and Inclusion plan</p>  | <p>30 June 2015</p> | <p>Communication Boards have been designed and are being consumer tested by people who have little or no communication to support access at the Wellington Entertainment Centre.<br/>           Communication Boards have also been developed for use in an Emergency Relief centre environment.<br/>           Wellington Shire Library staffs are in the process of undertaking online training in access and inclusion relating to a Library environment.</p> | <p>50%</p> |
| <p>Support the implementation of the Youth Council 2014 action plan and the development and implementation of the 2015 Youth Council action plan</p> | <p>30 June 2015</p> | <p>The 2014 Youth Council achieved the majority of their planned actions including – Graffiti cleanup day, involvement in Road Safety initiatives, mental health awareness raising, participation in a homelessness experience and the planning and delivery of community events. Some actions will be carried forward into 2015. The 2015 Youth Council action plan is currently being finalised.</p>   | <p>52%</p> |

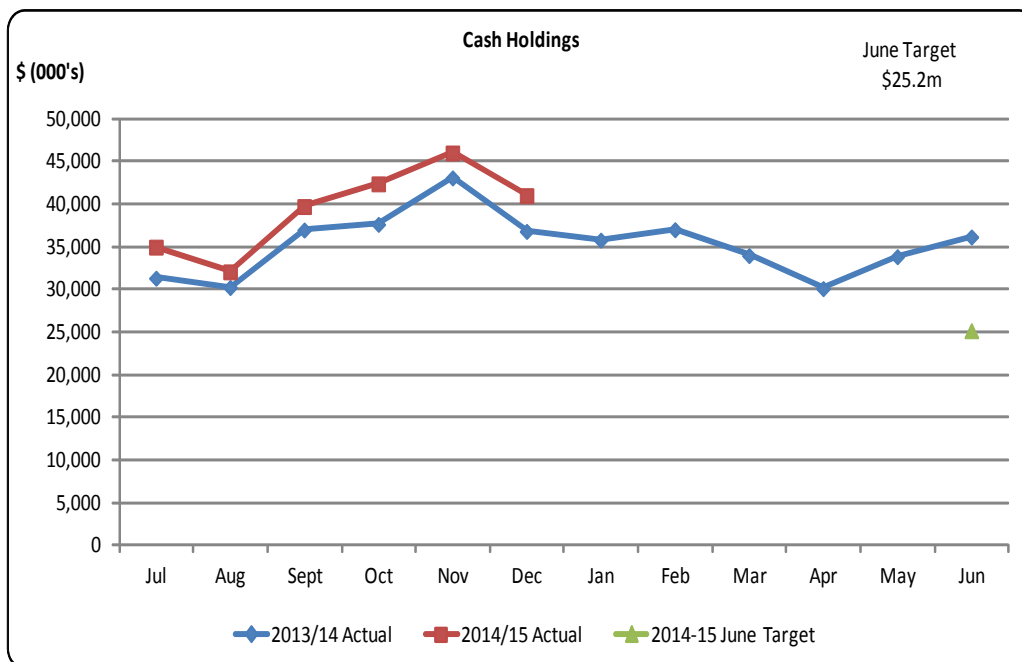
# DECEMBER 2014 FINANCIAL HIGHLIGHTS

The financial highlight report as at 31 December 2014 provides summary information regarding Council's operating and capital works performance for the year to date.





The second rate instalment was due on 30 November 2014. The percentage of outstanding rates is slightly below the same time last year. Final notices were sent out in mid December which has improved collections.



Council cash holdings at the end of December 2014 of \$41.0 million are above the December 2013 balance of \$36.8 million. The higher than expected current cash holdings includes restricted funds of \$7.8 million to cash back reserves, \$7.8 million to cover provisions and \$10.9 million associated with the 2014/15 operating and capital carry forwards.

**INCOME STATEMENT**  
**For The Period Ending 31 December 2014**

|  | YEAR TO DATE 2014-15 |                              |                     | FULL YEAR 2014-15            |                               |                                 |
|--|----------------------|------------------------------|---------------------|------------------------------|-------------------------------|---------------------------------|
|  | Actual<br>\$000's    | Adopted<br>Budget<br>\$000's | Variance<br>\$000's | Adopted<br>Budget<br>\$000's | Adjusted<br>Budget<br>\$000's | Budget<br>adjustment<br>\$000's |
| <b>Income</b>  |                      |                              |                     |                              |                               |                                 |
| Rates  | 49,211               | 48,823                       | 388                 | 48,923                       | 49,301                        | 378                             |
| User Charges & Fines   | 3,399                | 2,998                        | 401                 | 6,611                        | 6,639                         | 28                              |
| Contributions - Operating  | 145                  | 57                           | 88                  | 228                          | 247                           | 19                              |
| Contributions - Capital  | 12                   | 100                          | (88)                | 773                          | 707                           | (66)                            |
| Contributions - Capital (Non Cash)                                       | 613                  | -                            | 613                 | -                            | 613                           | 613                             |
| Grants - Operating (recurrent)   | 7,053                | 7,026                        | 27                  | 13,427                       | 13,504                        | 77                              |
| Grants - Operating (non-recurrent)                                       | 299                  | 117                          | 182                 | 783                          | 1,003                         | 220                             |
| Grants - Capital (recurrent)   | -                    | -                            | -                   | 1,600                        | 1,600                         | -                               |
| Grants - Capital (non-recurrent)   | 517                  | 2,434                        | (1,917)             | 3,403                        | 4,032                         | 629                             |
| Interest   | 624                  | 580                          | 44                  | 1,100                        | 1,100                         | -                               |
| Other Income   | 303                  | 85                           | 218                 | 192                          | 240                           | 48                              |
| Net gain on disposal of property,<br>infrastructure, plant and equipment | (209)                | 38                           | (247)               | 93                           | (85)                          | (178)                           |
| <b>Total Income</b>  | <b>61,967</b>        | <b>62,258</b>                | <b>(291)</b>        | <b>77,133</b>                | <b>78,901</b>                 | <b>1,768</b>                    |
| <b>Expenditure</b>   |                      |                              |                     |                              |                               |                                 |
| Employee Costs   | 11,497               | 11,882                       | 384                 | 23,453                       | 23,612                        | 159                             |
| Contractors, Materials and Services                                      | 12,257               | 13,377                       | 1,121               | 31,006                       | 32,108                        | 1,102                           |
| Bad and Doubtful Debts   | -                    | -                            | -                   | 112                          | 112                           | -                               |
| Depreciation and Amortisation  | 11,389               | 11,294                       | (95)                | 22,854                       | 23,170                        | 316                             |
| Borrowing Costs  | 375                  | 402                          | 27                  | 816                          | 816                           | -                               |
| Derecognition of Assets  | 628                  | -                            | (628)               | -                            | 628                           | 628                             |
| <b>Total Expenditure</b>   | <b>36,146</b>        | <b>36,955</b>                | <b>809</b>          | <b>78,241</b>                | <b>80,446</b>                 | <b>2,205</b>                    |
| <b>Surplus/(Deficit) for the period</b>                                  | <b>25,821</b>        | <b>25,303</b>                | <b>518</b>          | <b>(1,108)</b>               | <b>(1,545)</b>                | <b>(437)</b>                    |

Note: The adjusted budget figures reflect any known changes that have arisen since the adoption of the original budget, including such things as new and unsuccessful grants, additional revenue such as rates, and operating expenditure carried forward from 2013/14. Including these changes in an adjusted budget figure enables Council to more accurately monitor financial performance during the year and predict the end of year position. Council must, however, report publicly against the original adopted budget on a quarterly basis.

**SUMMARY**

The operating result for the first half of the financial year reflects a surplus of \$25.8m against an adopted budget surplus of \$25.3m. Overall, Council expects that the final result for 2014/15 will be slightly worse than originally budgeted (by \$0.4m). The majority of the change is from budget adjustments made for non cash items (increased deficit by \$0.6m) and additional 2013/14 operating carry forwards (\$0.8m), funded from cash unspent at June 2014. This was offset by additional grant funding, rates raised and savings on insurance premiums.

**INCOME**

**Rates** - Additional rates have been raised due to the finalisation of supplementary valuations after the completion of the 2014/15 budget. The budget is adjusted to reflect the additional rate revenue.

**User Charges & Fines** - Commercial tipping fees have been higher than expected for several months - the collection of landfill gate fees is unpredictable. A higher than expected number of fire infringements were issued during December 2014. Ticket sales for EBBWEC have exceeded expectations due to the popularity of the internal programming during the first half of the year. This is partially offset by additional expenditure at EBBWEC due to increased staffing requirements and risk sharing arrangements. Overall income at Aqua Energy is above budget, with strong attendances and swim school enrolments, which are both likely to exceed budget at year end. Several miscellaneous reimbursements, fees and charges were not budgeted for or have come in above budget.

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**Contributions - Operating** - New contributions for the Gippsland Regional Plan and two transport projects were received and the budget adjusted. A contribution to the Agri Industry Transformation Project was removed from the budget as the project will now not go ahead.

**Contributions - Capital** - The contributions for two of this years capital projects were received in 2013/14 and have been removed from the 2014/15 budget. Other contributions that appear in the year to date budget are now expected to be received later in the financial year.

**Contributions - Capital (non cash)** - Unbudgeted asset contributions associated with the completion of subdivisions has been recognised. Land acquired as part of the Wellington Coastal Strategy project has also been recognised as gifted assets. An adjustment has been made to the budget to take these into account.

**Grants- Operating (recurrent)** - The year to date variance relates to the timing of receipt for several annual grants. Additional Victoria Grants Commission funding of \$73k has been added to the budget. The budget has also been adjusted for a minor increase in the annual Rural Access Program funding.

**Grants- Operating (non recurrent)** - The budget has been adjusted for new funding for the employment of a Recovery Officer in response to the Jack River fire, the Vulnerable People in Emergencies Program and a Domestic Wastewater Management Plan.

**Grants- Capital (non-recurrent)** - Several capital projects including McLoughlins Beach Footbridge, Gordon Street Recreation Reserve Redevelopment and the Sale CBD Infrastructure Renewal program will occur later than originally planned, resulting in a delay in the associated income. Delays in the completion of the Sale to Longford New Path and the Taxi Rank Upgrades has resulted in the grant income being received in 2014/15 rather than 2013/14. A new grant has been approved for the relocation of the Royal Flying Doctor Service to Sale. The budget has been adjusted to take these changes into account.

**Other income** - The year to date variance relates to the proceeds from asset sales from the Sale Livestock Exchange, increased interest on rates and an unbudgeted insurance recovery. The budget has been adjusted for the proceeds from the sale of buildings and equipment at the Thomson River Caravan Park, these funds will be used for the remediation of the park.

**Net Gain(Loss) on Disposal of Assets** - A loss (non cash) has been recognised for a land sale and sale of assets at the Thomson River Caravan Park; the budget has been adjusted to reflect this. Delays in the renewal of plant and vehicles has caused a year to date variance.

## EXPENDITURE

**Employee Costs** - Year to date employee costs are under budget due to the reversal of the 2013-14 wage accrual, vacancies and the timing of annual and long service leave. This is partly offset by the use of agency staff where required. The budget has been increased for new and extended externally funded positions and an increase in the annual workcover premium and reduced due to savings related to a minor restructure.

**Contractors, Materials and Services** - There are many minor underspends and timing differences throughout the entire organisation in contractors, contributions, materials and utility payments driving the majority of the \$1.1m underspend. As at the end of December 2014 there is \$1.1m of committed contractor and material expenditure.

Major changes to the budget include increases for the 2013/14 carry forwards (\$742k), remediation works at Thomson River Caravan Park (\$114k, funded through assets sales and reserve), the recovery program for the Jack River Fire (\$80k) and the expenditure related to various minor projects funded through new grants and contributions. This has been offset by adjustments for savings in insurance (\$125k) and the removal of the budget for the Agri Industry Transformation Project that will not be going ahead.

**Depreciation and Amortisation** - The year to date depreciation is higher than budgeted due to the write down of the value of the Yarram Pool Main Entrance which was replaced as part of the Yarram Hub project. The budget has been adjusted to take this asset write off into account. There are other minor differences in depreciation and amortisation due to the timing of asset capitalisation.

**Derecognition of Assets** - Relates to the derecognition of non Council maintained roads and the Stratford Infant Welfare Centre which was demolished and replaced at a new location. The budget has been adjusted to take the these asset derecognitions into account.

**BALANCE SHEET**  
**As at 31 December 2014**

| Actual  |   | Actual         | Adjusted<br>Budget | Adopted<br>Budget |
|---|---|----------------|--------------------|-------------------|
| December 13                                   |   | December 14    | June 15            | June 15           |
| \$000's                                       |   | \$000's        | \$000's            | \$000's           |
| <b><u>Current Assets</u></b>                  |   |                |                    |                   |
| 36,850  | Cash and Cash Equivalents                   | 41,030         | 25,209             | 23,316            |
| 25,574  | Trade and Other Receivables                 | 25,826         | 4,171              | 4,147             |
| 15  | Prepayments                                 | 40             | 292                | 292               |
| <b>62,439</b>                                 | <b>Total Current Assets</b>                 | <b>66,896</b>  | <b>29,672</b>      | <b>27,755</b>     |
| <b><u>Non Current Assets</u></b>              |   |                |                    |                   |
| 1,067   | Trade and Other Receivables                 | 1,246          | 1,246              | 873               |
| 805,561                                       | Property, Infrastructure, Plant & Equipment | 875,134        | 889,392            | 868,587           |
| 334   | Intangible Assets                           | 376            | 631                | 631               |
| <b>806,962</b>                                | <b>Total Non Current Assets</b>             | <b>876,756</b> | <b>891,269</b>     | <b>870,091</b>    |
| <b>869,401</b>                                | <b>Total Assets</b>                         | <b>943,652</b> | <b>920,941</b>     | <b>897,846</b>    |
| <b><u>Current Liabilities</u></b>             |   |                |                    |                   |
| 1,354   | Trade and Other Payables                    | 1,037          | 5,473              | 5,475             |
| 1,491   | Interest Bearing Borrowings                 | 2,004          | 3,197              | 3,197             |
| 5,274   | Employee Benefits                           | 5,511          | 5,999              | 5,087             |
| 749   | Trust Deposits                              | 826            | 720                | 600               |
| 539   | Provisions                                  | 540            | 540                | 540               |
| <b>9,407</b>                                  | <b>Total Current Liabilities</b>            | <b>9,918</b>   | <b>15,929</b>      | <b>14,899</b>     |
| <b><u>Non Current Liabilities</u></b>         |   |                |                    |                   |
| 9,904   | Interest Bearing Borrowings                 | 12,566         | 11,180             | 11,180            |
| 302   | Employee Benefits                           | 302            | 302                | 437               |
| 1,473   | Provisions                                  | 1,487          | 1,487              | 1,473             |
| <b>11,679</b>                                 | <b>Total Non Current Liabilities</b>        | <b>14,355</b>  | <b>12,969</b>      | <b>13,090</b>     |
| <b>21,086</b>                                 | <b>Total Liabilities</b>                    | <b>24,273</b>  | <b>28,898</b>      | <b>27,989</b>     |
| <b>848,315</b>                                | <b>Net Assets</b>                           | <b>919,379</b> | <b>892,043</b>     | <b>869,857</b>    |
| <b><u>Represented by Ratepayer Equity</u></b> |   |                |                    |                   |
| 293,250                                       | Accumulated Surplus                         | 310,815        | 286,309            | 268,961           |
| 548,885                                       | Reserves                                    | 600,729        | 600,729            | 595,903           |
| 6,180   | Other Reserves                              | 7,835          | 5,005              | 4,993             |
| <b>848,315</b>                                | <b>Total Equity</b>                         | <b>919,379</b> | <b>892,043</b>     | <b>869,857</b>    |

**CAPITAL EXPENDITURE PROGRAM EXPENDITURE**  
**For The Period Ending 31 December 2014**

|                                  | YEAR TO DATE 2014-15 |                              |                     | FULL YEAR 2014-15            |                               |                                 |
|----------------------------------|----------------------|------------------------------|---------------------|------------------------------|-------------------------------|---------------------------------|
|                                  | Actual<br>\$000's    | Adopted<br>Budget<br>\$000's | Variance<br>\$000's | Adopted<br>Budget<br>\$000's | Adjusted<br>Budget<br>\$000's | Budget<br>adjustment<br>\$000's |
| Landfill Improvements            | 12                   | 30                           | 18                  | 30                           | 30                            | -                               |
| Buildings                        | 4,049                | 7,095                        | 3,046               | 12,315                       | 13,237                        | 922                             |
| Roads                            | 2,905                | 2,805                        | (100)               | 10,353                       | 10,959                        | 606                             |
| Footpaths & Cycleways            | 199                  | -                            | (199)               | 932                          | 1,095                         | 164                             |
| Bridges                          | 161                  | 178                          | 17                  | 1,823                        | 1,924                         | 101                             |
| Drainage                         | 18                   | 50                           | 32                  | 150                          | 150                           | -                               |
| Parks, Open Space & Streetscapes | 582                  | 1,376                        | 794                 | 3,773                        | 3,861                         | 88                              |
| Waste Management                 | 13                   | 609                          | 596                 | 753                          | 759                           | 6                               |
| Plant, Machinery & Equipment     | 366                  | 976                          | 610                 | 1,786                        | 1,990                         | 204                             |
| Furniture and Fittings           | 310                  | 242                          | (68)                | 257                          | 343                           | 86                              |
| Information Technology           | 528                  | 637                          | 109                 | 769                          | 851                           | 83                              |
| Library Books                    | 152                  | 137                          | (15)                | 251                          | 260                           | 10                              |
| Intangibles                      | 105                  | 220                          | 115                 | 444                          | 556                           | 112                             |
| <b>Grand Total</b>               | <b>9,400</b>         | <b>14,356</b>                | <b>4,956</b>        | <b>33,634</b>                | <b>36,015</b>                 | <b>2,381</b>                    |

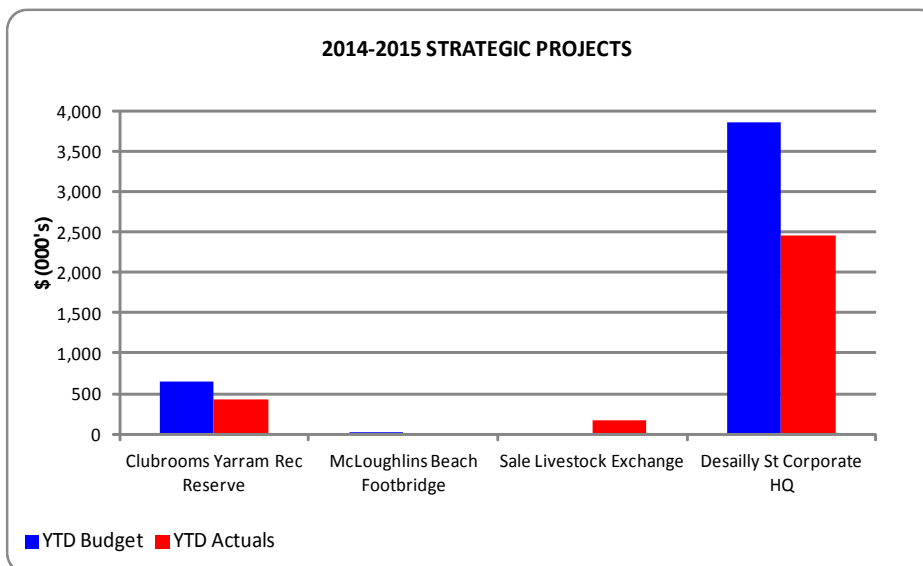
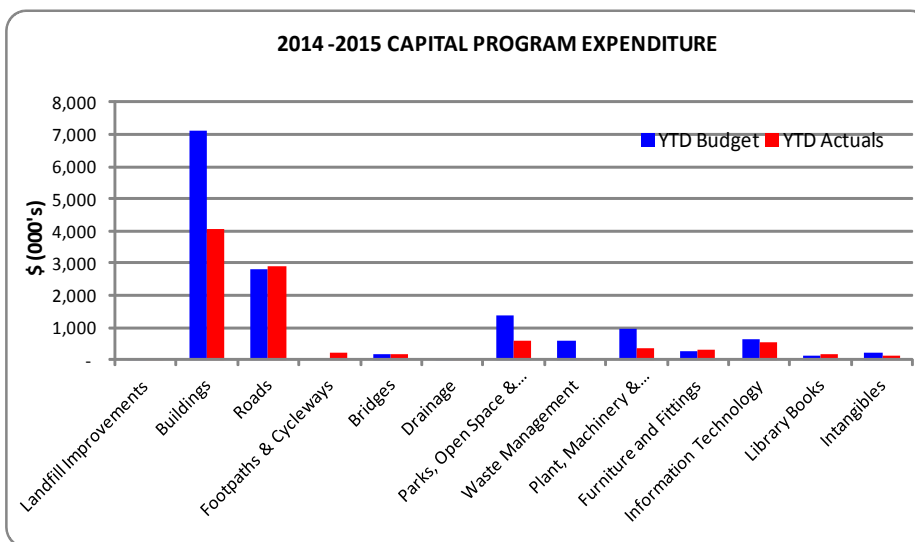
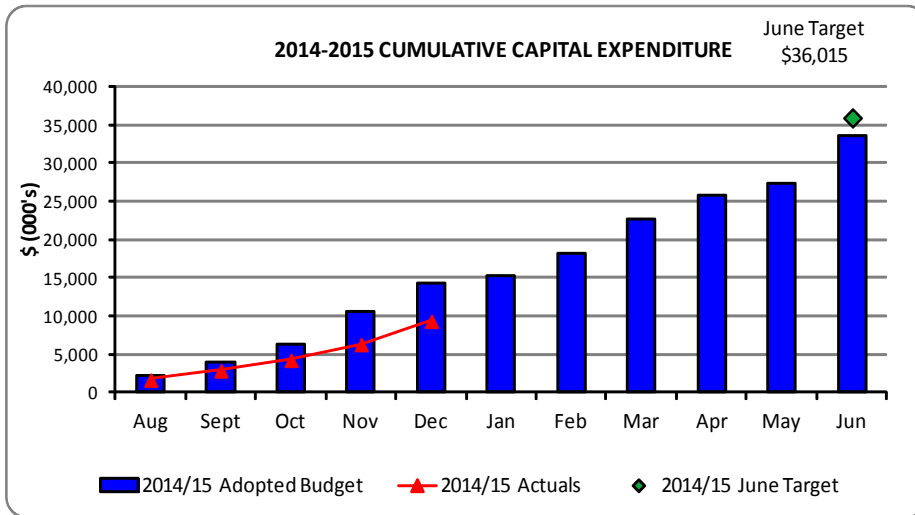
As at 31 December 2014, the adjusted capital expenditure budget is \$36.0 million, up from an adopted budget of \$33.6 million due to additional carry forwards (which include multiyear projects – Yarram District Hub, Desailly Street Corporate Headquarters and Sale Livestock Exchange upgrade) and unbudgeted grant funding for the Royal Flying Doctor Services Sale Facilities.

Of the 139 projects planned for this year, 20% are complete, 36% have commenced, 7% are in the contract stage and 35% are in preplanning. The remaining 2% represents Maxfield's Footbridge renewal which is on hold awaiting decision on a funding application and Rosedale Streetscape Improvements which is awaiting design input from a third party. The proposed work on Taylors Lane has been cancelled due to funding not being received.

The Yarram District Hub building works are complete and Lawler Street road works are expected to be completed by March 2015. Works on the Yarram Recreation Reserve clubrooms refurbishment are progressing, however there have been some issues with design which will delay the completion to April 2015. Funding for the McLoughlins Beach Footbridge Renewal was announced in November, with designs to be complete January-March 2015 and works delivered by March 2016. Construction of the shed at Sale Livestock Exchange upgrade has commenced, with construction of the buyer's walkway to commence in January 2015.

The Desailly Street Corporate Headquarters project is progressing well with completion scheduled for April 2015. The Port of Sale Cultural Hub project is progressing with the concept design to be presented to Victorian Design Review Panel in January 2015 and to Council in February 2015.

The annual road reseal program (\$3.0 million) is 80% complete with planned completion by March 2015. Tenders will be awarded for the replacement of Lyons Bridge in January 2015 and the Greigs Creek Bridge in February 2015, with completion of these works expected by April/May 2015.



**ITEM C1.2****RESPONSE TO NOTICE OF MOTION – AUSTRALIAN BROADCASTING CORPORATION**

DIVISION: CEO  
 ACTION OFFICER: CHIEF EXECUTIVE OFFICER  
 DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
|           |               |             |                |              |                   |           |               |              |                 |

**BACKGROUND**

At the 18 November 2014 Council Meeting, Cr Darren McCubbin submitted the following Notice of Motion which was passed unanimously:

*Wellington Shire Council recognises the valuable work of our regional ABC network through promoting community conversations, providing localised news services and content, debating local issues and providing essential notification of emergency service information during times of crisis including dedicated weekend and evening reporting services.*

*ABC Gippsland was recently recognised for 10 outstanding years supporting the Victorian community as an Emergency Broadcaster yet due to reduction in staffing levels, has been unable to provide those same award winning services during the region's most recent emergency events, notably the Jack River Fires in February 2014.*

**That the Chief Executive Officer:**

- 1. Write to the Federal Member for Gippsland advising that Wellington Shire Council recognises the valuable work of our regional ABC network through promoting community conversations, providing localised news services and content, debating local issues and providing essential notification of emergency service information during times of crisis including dedicated weekend and evening reporting services;**
- 2. Request that the Federal Member for Gippsland seek support to quarantine ABC Gippsland from the proposed budget cuts and that services return to their pre-2012 levels; and**
- 3. Speak to all Gippsland councils asking for their support in contacting their local Federal MP about this matter.**

**CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

**RESPONSE**

The following response has been received from the Federal Member for Gippsland, the Hon Darren Chester MP, which includes a letter from Mark Scott the Managing Director of the Australian Broadcasting Corporation.

**PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

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**RECOMMENDATION**

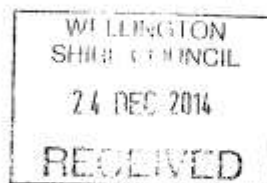
***That Council note the responses received from the Hon Darren Chester MP and the Managing Director of the Australian Broadcasting Corporation.***



## Darren Chester

December 18, 2014

Mr David Morcom  
Chief Executive Officer  
Wellington Shire Council  
PO Box 506  
SALE VIC 3850



Dear David

I refer to my letter dated November 24, 2014 advising I had made representations to Mark Scott, Managing Director, Australian Broadcasting Corporation (ABC).

I raised with Mr Scott several issues of concern including the ABC emergency broadcasting and the closure of the Morwell station. I have received a reply from Mr Scott regarding recent changes to ABC operations which I enclose for your interest.

You will note that Mr Scott advises that the ABC remains committed to regional Australia and will continue to invest more than any other Australian broadcaster in rural and regional Australia.

If I can be of any further assistance, please do not hesitate to contact me once more.

Best wishes for a happy and safe Christmas.

Kind regards

DARREN CHESTER  
The Nationals

All correspondence to: PO Box 486 Sale Victoria 3853 Telephone: 1300 131 785  
Email: [darren.chester@ptir.qph.gov.au](mailto:darren.chester@ptir.qph.gov.au) Website: [www.darrenchester.com](http://www.darrenchester.com)

5 December 2014



**ABC**  
Australian  
Broadcasting  
Corporation

Office of the  
Managing Director

250 Pitt Street  
Sydney NSW 2000  
Australia

PO Box 486  
Sale VIC 3853

Telephone: 1800 187 828  
Fax: 61 8 3214 2000  
www.abc.net.au

Mr Darren Chester  
Parliamentary Secretary to the Minister for Defence  
Member for Gippsland  
PO Box 486  
Sale VIC 3853

Dear Mr Chester

I refer to your letter of 24 November. In regards to your concerns, I note as follows:

#### **ABC emergency broadcasting**

The recent changes to ABC operations, announced in response to ABC budget cuts, will in no way impact on the ABC's ability and commitment to issue all medium and high level 'watch and act' and emergency warnings, with the aim of keeping the public informed and safe.

Under the ABC's Emergency Broadcasting Policy, implemented in January 2014, Emergency Broadcasting and the issue of warnings is the responsibility of ABC Local Radio, which also co-ordinates warnings on other ABC platforms including ABC News24, other ABC radio stations and digital networks, as well as online and social media. ABC News teams continue to cover disasters as news.

The changes announced will in fact enhance the ABC's online and mobile content and broaden the scope for distribution of warnings and emergency information to people using these options to receive information.

#### **ABC Morwell**

I note also your comments in relation to ABC Morwell, one of the ABC local station outposts that was selected for closure following the government budget cuts to the ABC.

The Department of Communication's Efficiency Review at page 80 observes that "*over the last 20 years, the ABC has reviewed from time to time its regional locations to ensure its investment is being maximised*" and this process has seen the opening of certain stations and the closure of others. Clearly station location is not static. The Review also asks the ABC to consider whether the operating and staffing models of the local stations maximise investment (at page 81).

The ABC proposes to close the Morwell station as it considers there will be no content impact and minimal staffing impact. It is proposed that the two local staff will work from the ABC office in Sale and cover the same region.



Under the changes announced, the ABC will also create a Regional Division incorporating for the first time all regional staff, from News, Online, Local Radio and ABC Open, which will enhance our connections to local communities and our ability to ensure warnings are as local as possible, and that education and awareness campaigns are delivered locally.

The ABC remains committed to regional Australia and will continue to invest more than any other Australian broadcaster in rural and regional Australia, despite recent budget cuts. The ABC remains committed to telling Australian stories and conversations from regional centres and rural Australia.

I thank you again for your letter. Should you have any further queries or concerns relating to operational or content changes at the ABC, I would be happy to meet with you to discuss them.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mark Scott'.

Mark Scott  
Managing Director



## **C2 - REPORT**

# **GENERAL MANAGER CORPORATE SERVICES**

**ITEM C2.1****DRAFT RATING STRATEGY 2015-2018**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: MANAGER FINANCE

DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
| ✓         |               | ✓           |                | ✓            |                   | ✓         |               | ✓            |                 |

**OBJECTIVE**

To present to Council a Draft Rating Strategy and release it for public comment.

**BACKGROUND**

Council's decisions regarding rating systems applied to raise rates and charges annually are not as transparent as they could be, in that there is no one document that brings them all together and discusses the rationale behind the decisions made.

Whilst these decisions are often articulated in the annual budget, they need to be considered all at once in the context of a single framework.

The development of a formal Rating Strategy provides both the Council and the community opportunity to examine the rationale and discuss the merits of the various options available to Council in revenue raising.

In addition, The Victorian Auditor-General's report to Parliament in February 2013 – Rating Practices in Local Government recommended that the Department of Planning and Community Development should:

*'consider making rating strategies mandatory and providing updated guidance regarding their content, frequency of review, and how ratepayers should be engaged'.*

In response to this, the *Local Government (Planning and Reporting) Regulations 2014* stipulate that a Governance and Management Checklist be reported in the Report of Operations of the Annual Report.

Item 6 in the checklist relates to a Rating Strategy, with the following questions to be answered:

- Date of operation of current strategy

OR

- No strategy
- Reasons for no strategy

In considering the importance of the above, Council, in developing the annual budget for 2014/15, included the development of a Rating Strategy as a Major Initiative.

**OPTIONS**

Council has the following options:

1. To advertise the Draft Rating Strategy 2015-2018 seeking submissions from the public; or

2. To seek further information and present the Draft Rating Strategy to Council for consideration at a later Council meeting.

## **PROPOSAL**

That:

1. Council advertise the Draft Rating Strategy 2015 -2018 (as attached); and
2. Council consider submissions on the Draft Rating Strategy 2015-2018 at a Council Meeting on Tuesday 17 March 2015 at 6pm

## **CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

## **FINANCIAL IMPACT**

The attached Rating Strategy will provide a structure for the raising of rates and charges, but will not prescribe the level of those rates and charges, which will be done each year during the preparation of the annual budget and Strategic Resource Plan. There is therefore no direct financial impact.

## **LEGISLATIVE IMPACT**

The *Local Government (Planning and Reporting) Regulations 2014* stipulate that a Governance and Management Checklist be reported in the Report of Operations of the Annual Report.

Item 6 in the checklist relates to a Rating Strategy, with the following questions to be answered:

- Date of operation of current strategy
- OR
- No strategy
  - Reasons for no strategy

In considering the importance of the above, Council, in developing the annual budget for 2014/15, included the development of a Rating Strategy as a Major Initiative.

## **COUNCIL PLAN IMPACT**

Objective 2.2 states that Council will:

*“Maintain processes and systems to ensure sound financial management”*

Objective 2.3 states that Council will:

*“Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making”.*

The Draft Rating Strategy provides the community with transparency around the rating system decision-making process.

## **COMMUNITY IMPACT**

The Draft Rating Strategy 2015-2018 guides Council in the raising of annual rates and charges, and therefore impacts the community through the decisions made on the methodology of allocating rates and charges to individual ratepayers across the municipality.

## **CONSULTATION IMPACT**

The Draft Rating Strategy 2015-2018 communicates to the community the options available to Council when raising income from rates and charges. It articulates the consequences of the choices that are made, and the rationale behind those choices, enabling the community to better understand this critical revenue-raising process, and to provide feedback.

## **PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

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### **RECOMMENDATION**

***That:***

- 1. Council advertise the Draft Rating Strategy 2015-2018 (as attached); and***
- 2. Council consider submissions on the Draft Rating Strategy at a Council Meeting on Tuesday 17 March 2015 at 6pm.***

**ITEM C2.2****ANNUAL COUNCIL POLICY MANUAL REVIEW**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
|           |               | ✓           | ✓              | ✓            |                   |           |               | ✓            |                 |

**OBJECTIVE**

To review and update, where required, policies contained in Council's Policy Manual.

**BACKGROUND**

Council maintains a Policy Manual which contains policies formally adopted by the Council.

Periodically, policies are reviewed and modified where necessary, and the Policy Manual is updated to reflect these changes. As new policies are developed, they are included in the Policy Manual and obsolete policies removed from the Policy Manual.

The complete Policy Manual is reviewed annually and presented to Council for consideration.

As a result of the review, some policies have been identified as affecting only operational matters and, therefore, it is proposed that these be removed from the Policy Manual and included in the Administrative Policy Manual.

A copy of the revised Council Policy Manual with proposed changes marked is attached.

**OPTIONS**

The following options are available to Council:

1. Adopt the revised Council Policy Manual 2014/15 as is; or
2. Adopt the revised Council Policy Manual 2014/15 with amendments; or
3. Request further review of the Council Policy Manual for consideration at a future meeting of Council.

**PROPOSAL**

That Council revoke the existing Council Policy Manual 2013/14 and replace it with the attached updated Council Policy Manual 2014/15.

**CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

## LEGISLATIVE IMPACT

Under section 186A of the *Local Government Act 1989*, Council must review the Procurement Policy at least once in each financial year. The requirement to maintain policies is also included within the spirit of other parts of the *Local Government Act 1989* which empower Councils to make policies.

The Human Rights Charter Checklist has been completed as a result of updating the policies contained in the Council Policy Manual. Reference to human rights considerations and/or implications has been incorporated into each policy as follows:

“Wellington Shire Council is committed to upholding the Human Rights Principles as outlined in the *Charter of Human Rights and Responsibilities Act 2006 (Vic)* and referred to in Council’s Human Rights Policy. The Human Rights Checklist has been completed and the proposed policy is in accordance with Council’s policy commitment to uphold Human Rights Principles.”

The review and consideration of Council’s Policy Manual meets these legislative requirements.

## COUNCIL POLICY IMPACT

The attached draft Policy Manual 2014/15 has been ‘marked up’ to identify all proposed changes. A table summarising the nature of the changes is also attached.

## COUNCIL PLAN IMPACT

The Council Plan 2013–17 Theme 2 Organisational states the following strategic objective and related strategy:

Strategic Objective

*“An organisation that is responsive, flexible, honest, accountable and consistent.”*

Strategy 2.3

*“Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making.”*

This report supports the above Council Plan strategic objective and strategy.

## CONSULTATION IMPACT

Throughout this review process all Managers have revised and updated their assigned policies as necessary.

## PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

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## RECOMMENDATION

***That Council revoke the existing Council Policy Manual 2013/14 and replace it with the updated Council Policy Manual 2014/15 as attached.***

## SUMMARY OF PROPOSED CHANGES

| POLICY NO. | NAME   | STATUS   |
|------------|--|--|
| 1.1        | Councillor Entitlements and Administration   | Minor amendments   |
| 1.2        | Provision of Motor Vehicles for Councillors  | Clarification of provision of motor vehicle to Mayor<br>Minor amendments |
| 1.3        | Media and Communications   | Formerly titled<br>"Communications"<br>Minor amendments                  |
|            | Correspondence   | Move to Administration Policy  |
| 1.4        | Social Media   | Amendments   |
|            | Writing Policies   | Move to Administration Policy  |
| 2.1.1      | Best Value and Competitive Neutrality  | No amendments  |
| 2.1.2      | Equal Opportunity, Anti-Discrimination & Harassment                                    | Minor amendments   |
|            | Workplace Bullying   | Move to Administration Policy  |
| 2.1.3      | Occupational Health & Safety   | Minor amendments   |
|            | Smoking in Council Workplaces  | Move to Administration Policy  |
| 2.1.4      | Risk Management  | Minor amendments   |
|            | Council Meeting Agenda and Minute Distribution   | Move to Administration Policy  |
| 2.1.5      | Human Rights   | Minor amendments   |
| 2.1.6      | Fraud Control  | Minor amendments   |
|            | Alcohol and Drug Use in the Workplace  | Move to Administration Policy  |
| 2.1.7      | Acceptance & Declaration of Gifts and Hospitality                                      | Minor amendments   |
|            | Hearings Committees  | Move to Administration Policy  |
| 2.1.8      | Election Caretaker Period  | Minor amendments   |
| 2.1.9      | Protected Disclosures  | New policy   |
| 2.2.1      | Bank Guarantees  | Minor amendments   |
|            | Donations & Bequests   | Move to Administration Policy  |
| 2.2.2      | Investment   | No amendments  |
| 2.2.3      | Debt Collection and Interest Charting – Rates, Charges and Fire Services Property Levy | Minor amendments   |
| 2.2.4      | Procurement Policy   | Minor amendments   |
|            | Fleet Purchasing   | Move to Administration Policy  |
|            | Memorabilia Collection Management  | Move to Administration Policy  |
|            | Information and Communications Technology (ICT)  | Move to Administration Policy  |
| 2.3.1      | Information Privacy  | No amendments  |
|            | Information / Records Management   | Move to Administration Policy  |
| 3.1.1      | Heritage   | No amendments  |
| 3.1.2      | Assessment of Development in relation to Potential Sea Level Rise                      | New inclusion  |
| 3.2.1      | Car Parking – Off Street Car Parks   | No amendments  |

| <b>POLICY NO.</b> | <b>NAME</b>  | <b>STATUS</b>  |
|-------------------|--|--|
| 3.2.2             | Street Raffles   | No amendments  |
| 3.2.3             | Roadside Tourism Directional Signs                                     | No amendments  |
| 3.2.4             | Building   | Minor amendments   |
| 3.3               | Major Events   | No amendments  |
| 4.1.1             | Waste Collection   | No amendments  |
| 4.1.2             | Nature Strip Maintenance   | Minor amendments   |
| 4.1.3             | Open Space   | Minor amendments   |
| 4.1.4             | Playground Litter Bins   | No amendments  |
| 4.1.5             | Playgrounds  | Minor amendments   |
| 4.1.6             | Public Open Space Contribution – Subdivisions                          | Minor amendments   |
| 4.1.7             | Public Toilets   | No amendments  |
| 4.1.8             | Significant Tree Protection  | No amendments  |
| 4.1.9             | Urban Forest   | Minor amendments   |
| 4.1.10            | Community Developed Paths  | Minor amendments   |
| 4.1.11            | Environmental Sustainability Policy                                    | Minor amendments   |
| 4.1.12            | Rates Rebate on Land with a Deed of Covenant for Conservation Purposes | No amendments  |
| 4.2.1             | Asset Management   | No amendments  |
| 4.2.2             | Place and Feature Naming   | No amendments  |
| 4.2.3             | Subdivision Infrastructure Development                                 | No amendments  |
| 4.2.4             | Special Charge Schemes – Roads, Street & Drainage Development          | No amendments  |
| 4.2.5             | Disposal of Surplus Council Equipment                                  | No amendments  |
| 4.3.1             | Fencing  | No amendments  |
| 4.3.2             | Rental and Leasing of Council Owned Properties                         | Amendments   |
| 4.3.3             | Use of Council Meeting Rooms   | No amendments  |
| 4.3.4             | Cattle Underpasses   | No amendments  |
| 4.3.5             | Roadside Memorials Policy  | No amendments  |
| 4.3.6             | Sale, Exchange and Acquisition of Land                                 | No amendments  |
| 5.1.2             | Encouragement Awards – Yr 11/12  | No amendments  |
| 5.1.3             | Responsible Gaming   | No amendments  |
| 5.2.1             | Art Gallery Collection   | No amendments  |
| 5.3.1             | Council Provision of Recreation/Community Facilities                   | No amendments  |
| 5.3.2             | Committees   | Minor amendments   |
| 5.3.3             | Community Assistance Grants Program                                    | Moved from Community Wellbeing section<br>Minor amendments |

**ITEM C2.3****ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: ACTING GENERAL MANAGER CORPORATE SERVICES

DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
|           |               | ✓           |                | ✓            |                   |           |               |              |                 |

**OBJECTIVE**

To report on all assembly of Councillor records received during the period 10 December 2014 to 27 January 2015.

**BACKGROUND**

Section 80A of the *Local Government Act 1989* requires a written record to be kept of all assemblies of Councillors, stating the names of all Councillors and Council staff attending, the matters considered and any conflict of interest disclosures made by a Councillor. These records must be reported, as soon as practicable, at an ordinary meeting of the Council and recorded in the minutes.

Below is a summary of all assembly of Councillors records received during the period 10 December 2014 to 27 January 2015.

| <b>Assembly of Councillors summary of reports received between 10 December 2014 to 27 January 2015</b> |  |   |
|--|--|---|
| <b>Date</b>  | <b>Matters considered</b>  | <b>Councillors and officers in attendance</b>   |
| 16 December 2014   | 1. Councillors Diary Meeting   | Councillors Crossley, Davine, Mclvor, Wenger, Hole<br>David Morcom, Chief Executive Officer<br>Gail Hogben, Executive Assistant<br>Sharon Willison, Mayoral & Councillor Support Officer  |
| 16 December 2014   | 1. Rating Strategy<br>2. Bandilink project update<br>3. Walking and Cycling Strategic Plan update<br>4. Councillor Community meetings<br>5. Reinstatement of Brady's Bridge<br>6. Management of Crown Land<br>7. Yarram Eisteddfod | Councillors Crossley, Cleary (Items 5-7 only), Hole, Davine, Mclvor, Wenger, Duncan (Items 6-7 only)<br>David Morcom, Chief Executive Officer<br>Tracey Cummings, Acting General Manager Governance (Items 2-7 only)<br>Glenys Butler, General Manager Liveability<br>Chris Hastie, General Manager Built & Natural Environment<br>John Websdale, General Manager Development<br>Lesley Fairhall, Manager Finance (Item 1)<br>Jo Caminiti, Coordinator Sustainability (Item 2)<br>Tim Rowe, Manager Natural Environment & Parks (Item 2)<br>John Tatterson, Manager Built Environment (Items 3 & 5) |

| <b>Assembly of Councillors summary of reports received between 10 December 2014 to 27 January 2015</b> |                           |  |
|--|---------------------------|--|
| <b>Date</b>  | <b>Matters considered</b> | <b>Councillors and officers in attendance</b>  |
|  |                           | Tom Weatherall, Coordinator Built Environment Planning (Items 3 & 5)<br>Dean Morahan, Manager Assets & Projects (Item 3)<br>Karen McLennan, Acting Manager Community Wellbeing (Items 3 & 4)<br>Meg Capurso, Community Planning Officer (Item 4)<br>Leanne Wishart, Acting Coordinator Social Planning & Policy (Item 4)<br>Daniel Gall, Coordinator Commercial Facilities Management (Item 6) |

## **OPTIONS**

Council has the following options:

1. Note and receive the attached assembly of Councillors records; or
2. Not receive the attached assembly of Councillors records and seek further information for consideration of a future Council meeting.

## **PROPOSAL**

That Council note and receive the attached assembly of Councillors records received during the period 10 December 2014 to 27 January 2015.

## **CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

## **LEGISLATIVE IMPACT**

The reporting of written records of assemblies of Councillors to the Council in the prescribed format complies with Section 80A of the *Local Government Act 1989*.

## **COUNCIL PLAN IMPACT**

The Council Plan 2013-17 Theme 2 Organisational states the following strategic objective and related strategy:

### Strategic Objective

*“An organisation that is responsive, flexible, honest, accountable and consistent.”*

Strategy 2.3

*“Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making.”*

This report supports the above Council Plan strategic objective and strategy.

**PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

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**RECOMMENDATION**

***That Council note and receive the attached assembly of Councillors records received during the period 10 December 2014 to 27 January 2015.***

## ASSEMBLY OF COUNCILLORS

**1. DATE OF MEETING:**

16/12/2014

**2. ATTENDEES:**

**Councillors:**

| Name        | In attendance (tick) |    | Name        | In attendance (tick) |    |
|-------------|----------------------|----|-------------|----------------------|----|
|             | Yes                  | No |             | Yes                  | No |
| Cr Crossley | √                    |    | Cr McCubbin |                      | √  |
| Cr Rossetti |                      | √  | Cr Mclvor   | √                    |    |
| Cr Cleary   |                      | √  | Cr Wenger   | √                    |    |
| Cr Davine   | √                    |    | Cr Hole     | √                    |    |
| Cr Duncan   |                      | √  |             |                      |    |

**Officers In Attendance:**

| Name             | In attendance (tick) |    | Name             | In attendance (tick) |    |
|------------------|----------------------|----|------------------|----------------------|----|
|                  | Yes                  | No |                  | Yes                  | No |
| D Morcom, CEO    | √                    |    | G Butler, GML    |                      | √  |
| C Hastie, GMB&NE |                      | √  | J Websdale , GMD |                      | √  |
|                  |                      |    |                  |                      |    |

**Others in attendance: (list names and item in attendance for)**

| Name            | Item No. | Name | Item No. |
|-----------------|----------|------|----------|
| Gail Hogben     | 1        |      |          |
| Sharon Willison | 1        |      |          |
|                 |          |      |          |
|                 |          |      |          |

**3. Matters/Items considered at the meeting (list):**

**1. Councillors' Diary Meeting**

**4. Conflict of Interest disclosures made by Councillors:**

## ASSEMBLY OF COUNCILLORS

**1. DATE OF MEETING:**

16/12/2014

**2. ATTENDEES:**

**Councillors**

| Name                            | In attendance (tick) |    | Name        | In attendance (tick) |    |
|---------------------------------|----------------------|----|-------------|----------------------|----|
|                                 | Yes                  | No |             | Yes                  | No |
| Cr Crossley                     | √                    |    | Cr McCubbin |                      | √  |
| Cr Rossetti                     |                      | √  | Cr Mclvor   | √                    |    |
| Cr Cleary<br>(Items 5 - 7 only) | √                    |    | Cr Wenger   | √                    |    |
| Cr Davine                       | √                    |    | Cr Hole     | √                    |    |
| Cr Duncan<br>(Items 6 - 7 only) | √                    |    |             |                      |    |

**Officers In Attendance**

| Name             | In attendance (tick) |    | Name  | In attendance (tick) |    |
|------------------|----------------------|----|---|----------------------|----|
|                  | Yes                  | No |   | Yes                  | No |
| D Morcom, CEO    | √                    |    | J Websdale, GMD                               | √                    |    |
| C Hastie, GMB&NE | √                    |    | T Cummings, Acting GMCS<br>(Items 2 – 7 only) | √                    |    |
| G Butler, GML    | √                    |    |   |                      |    |

**Others in attendance (list names and item in attendance for)**

| Name  | Item No. | Name  | Item No. |
|---|----------|---|----------|
| Lesley Fairhall, Manager Finance                            | 1        | Jo Caminiti, Coordinator Sustainability                   | 2        |
| Tim Rowe, Manager Natural Environment & Parks               | 2        | John Tatterson, Manager Built Environment                 | 3, 5     |
| Tom Weatherall, Coordinator Built Environment Planning      | 3, 5     | Dean Morahan, Manager Assets & Projects                   | 3        |
| Karen McLennan, Acting Manager Community Wellbeing          | 3, 4     | Meg Capurso, Community Planning Officer                   | 4        |
| Leanne Wishart, Acting Coordinator Social Planning & Policy | 4        | Daniel Gall, Coordinator Commercial Facilities Management | 6        |

**3. Matters/Items considered at the meeting (list):**

1. Rating Strategy
2. Bandilink project update
3. Walking and Cycling Strategic Plan update
4. Councillor Community meetings
5. Reinstatement of Brady's Bridge
6. Management of Crown Land
7. Yarram Eisteddfod

**4. Conflict of Interest disclosures made by Councillors and Officers:**

Nil



## C3 - REPORT

# GENERAL MANAGER DEVELOPMENT

**ITEM C3.1****PLANNING DECISIONS**

DIVISION:

DEVELOPMENT

ACTION OFFICER:

MANAGER LAND USE PLANNING

DATE:

3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
|           | ✓             | ✓           | ✓              | ✓            |                   |           | ✓             |              |                 |

**OBJECTIVE**

To provide a report to Council on recent planning permit trends and planning decisions made under delegation by Statutory Planners during the months of November and December 2014 for information.

**BACKGROUND**

Statutory Planners have delegated authority under the *Planning and Environment Act 1987* to make planning decisions in accordance with the *Planning and Environment Act 1987* and the Wellington Planning Scheme including the issue of: planning permits, amended permits, extensions of time, refusal of planning permits and notices of decision to grant a planning permit.

A copy of planning permit decisions made between 1 November and 31 December 2014 is included in Attachment 1.

Attachment 2 provides an overview of recent planning permit trends including decisions made, efficiency of decision making and the estimated value of approved development (derived from monthly Planning Permit Activity Reporting data).

**OPTIONS**

Council may choose to note this report, alternatively, Council may choose to seek further information and refer this report to another meeting.

**PROPOSAL**

That Council note the report on recent planning permit trends and planning application determinations between 1 November and 31 December 2014.

**CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

## **COMMUNICATION IMPACT**

The monthly report communicates information about planning trends and determinations including the issue of planning permits, amended permits, refusal of planning permits and notices of decision to grant a planning permit.

## **LEGISLATIVE IMPACT**

All planning decisions have been processed and issued in accordance with the *Planning and Environment Act 1987* and the Wellington Planning Scheme.

## **COUNCIL POLICY IMPACT**

All planning decisions have been issued after due consideration of relevant Council policy, including Council's Heritage Policy and the requirements of the State and Local Planning Policy Framework in the Wellington Planning Scheme.

## **COUNCIL PLAN IMPACT**

The Council Plan 2013–2017 Theme 5 Land Use Planning states the following strategic objective and related strategy:

Strategic Objective

*"Appropriate and forward looking land use planning that incorporates sustainable growth and development."*

Strategy 5.2

*"Provide user friendly, accessible planning information and efficient planning processes."*

This report supports the above Council Plan strategic objective and strategy.

## **ENVIRONMENTAL IMPACT**

Planning decisions are made in accordance with the relevant environmental standards to ensure that environmental impacts are minimised.

## **PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

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### **RECOMMENDATION**

***That Council note the report on recent planning permit trends and Planning Application Determinations between 1 November and 31 December 2014.***

**PLANNING APPLICATION DETERMINATIONS  
BETWEEN 1/11/2014 AND 30/11/2014**

| <b>Application No/Year</b> | <b>Date Received</b> | <b>Property Title &amp; Address</b>   | <b>Proposal</b>   | <b>Status</b>  |
|----------------------------|----------------------|---|---|--|
| 115-2/2011                 | 23/09/2014           | Assessment No. 46334<br>LOT: 1 PS: 644795<br>21 RAILWAY CRES<br>WURRUK        | Sixteen lot staged subdivision with common property.              | Permit Issued by Delegate of Resp/Auth<br>21/11/2014 |
| 427-2/2011                 | 24/10/2014           | Assessment No. 240317<br>LOT: 420 PS: 50201<br>106 SANCTUARY RD<br>LOCH SPORT | Amendment to permit for construction of a two storey dwelling.    | Permit Issued by Delegate of Resp/Auth<br>21/11/2014 |
| 483-2/2011                 | 10/10/2014           | Assessment No. 51300<br>PC: 368111B<br>1 HUNT PL<br>WURRUK                    | Amendment to permit for construction of a shed.                   | Withdrawn<br>13/11/2014                              |
| 138-2/2013                 | 25/09/2014           | Assessment No. 84111<br>PC: 370143Y<br>BLANDFORDS LANE<br>STRATFORD           | Use and development of a dwelling and domestic outbuilding.       | Permit Issued by Delegate of Resp/Auth<br>21/11/2014 |
| 271-1/2013                 | 12/08/2013           | Assessment No. 325522<br>LOT: 1 PS: 717781<br>R/95 ELMA RD<br>GLENMAGGIE      | RLZ2 subdivision of the land into 2 lots.                         | Permit Issued by Delegate of Resp/Auth<br>28/11/2014 |
| 407-1/2013                 | 19/11/2013           | Assessment No. 327833<br>LOT: 1 PS: 221018<br>R/185 JOHNSON LANE<br>SEATON    | Removal of native vegetation.                                     | Permit Issued by Delegate of Resp/Auth<br>21/11/2014 |
| 79-1/2014                  | 17/03/2014           | Assessment No. 30122<br>LOT: 5 PS: 10213<br>211 RAGLAN ST<br>SALE             | Three lot subdivision/3 dwellings/access to road zone.            | Permit Issued by Delegate of Resp/Auth<br>26/11/2014 |
| 96-2/2014                  | 23/10/2014           | Assessment No. 228130<br>LOT: 2 PS: 64174<br>2 CLARKE ST<br>LOCH SPORT        | Amendment to permit for extension to dwelling.                    | Permit Issued by Delegate of Resp/Auth<br>11/11/2014 |
| 140-1/2014                 | 24/04/2014           | Assessment No. 198218<br>PCA: 12 SEC: D<br>R/116 NINETY ACRE<br>STRÄDBROKE    | FZ subdivision of the land into 2 lots (house excision).          | Permit Issued by Delegate of Resp/Auth<br>7/11/2014  |
| 192-2/2014                 | 12/11/2014           | Assessment No. 313478<br>LOT: 1 PS: 734367<br>5 IBIS CRT<br>GLENMAGGIE        | Amendment to permit for GRZ1 subdivision of the land into 2 lots. | Permit Issued by Delegate of Resp/Auth<br>14/11/2014 |
| 194-1/2014                 | 16/06/2014           | Assessment No. 359604<br>PCA: 11A<br>R/796 HEYFIELD-UPPER<br>NEWRY            | FZ re-subdivision of the land into 2 lots.                        | Permit Issued by Delegate of Resp/Auth<br>18/11/2014 |

| Application No/Year | Date Received | Property Title & Address   | Proposal   | Status   |
|---------------------|---------------|--|--|--|
| 223-2/2014          | 25/09/2014    | Assessment No. 392795<br>LOT: 4 PS: 214542<br>9 ALBERT ST<br>ROSEDALE              | Amendment to permit to include construction of a shed.               | Permit Issued by Delegate of Resp/Auth<br>26/11/2014 |
| 228-1/2014          | 10/07/2014    | Assessment No. 205146<br>CA: 8 SEC: 2<br>PRINCES HWY<br>ROSEDALE                   | Use and development of the land/dwelling/tank cleaning business.     | Permit Issued by Delegate of Resp/Auth<br>3/11/2014  |
| 237-1/2014          | 22/07/2014    | Assessment No. 378307<br>LOT: 1 PS: 420125M<br>124 SHORELINE DVE<br>GOLDEN BEACH   | Relocation of ablutions block and construction of a ramp.            | Permit Issued by Delegate of Resp/Auth<br>3/11/2014  |
| 247-1/2014          | 7/08/2014     | Assessment No. 263582<br>PCA: 100D<br>R/402 JACK RIVER<br>JACK RIVER               | Use and development of a replacement dwelling (bushfire).            | Permit Issued by Delegate of Resp/Auth<br>26/11/2014 |
| 248-1/2014          | 7/08/2014     | Assessment No. 272740<br>LOT: 1 PS: 337156N<br>WOODSIDE                            | Use of property as place of assembly for wedding ceremonies.         | Permit Issued by Delegate of Resp/Auth<br>18/11/2014 |
| 253-1/2014          | 11/08/2014    | Assessment No. 55566<br>LOT: 1 TP: 371312U<br>STEPHENSON ST<br>SALE                | Buildings and works associated with construction of a dwelling.      | Permit Issued by Delegate of Resp/Auth<br>11/11/2014 |
| 254-1/2014          | 11/08/2014    | Assessment No. 390195<br>PCA: 55B<br>LICOLA RD<br>GLENMAGGIE                       | Buildings and works for construction of a deck and verandah.         | Permit Issued by Delegate of Resp/Auth<br>14/11/2014 |
| 265-1/2014          | 18/08/2014    | Assessment No. 427617<br>LOT: 2 PS: 637636A<br>CHERRY TREE RD<br>WOODSIDE          | Development of a dwelling within 100m of a category 1 road zone.     | Permit Issued by Delegate of Resp/Auth<br>5/11/2014  |
| 266-1/2014          | 18/08/2014    | Assessment No. 358903<br>LOT: 1 PS: 317030A<br>R/9 CORNWELLS RD<br>RIVERSLEA       | Buildings and works for alterations and additions to a dwelling.     | Permit Issued by Delegate of Resp/Auth<br>17/11/2014 |
| 274-1/2014          | 22/08/2014    | Assessment No. 367292<br>LOT: 2 PS: 148079<br>UPPER MAFFRA RD<br>MAFFRA WEST UPPER | FZ re-subdivision of the land into 2 lots and variation of easement. | Permit Issued by Delegate of Resp/Auth<br>26/11/2014 |
| 276-1/2014          | 26/08/2014    | Assessment No. 68353<br>LOT: 1 PS: 635550W<br>168 PATTEN ST<br>SALE                | Use and development of a garden supply business.                     | Permit Issued by Delegate of Resp/Auth<br>3/11/2014  |
| 277-1/2014          | 26/08/2014    | Assessment No. 227389<br>LOT: RES PS: 70938<br>17 CENTRAL AVE<br>LOCH SPORT        | Removal of native vegetation.  | Withdrawn<br>3/11/2014                               |

| <b>Application No/Year</b> | <b>Date Received</b> | <b>Property Title &amp; Address</b>   | <b>Proposal</b>  | <b>Status</b>  |
|----------------------------|----------------------|---|--|--|
| 278-1/2014                 | 28/08/2014           | Assessment No. 84459<br>LOT: 1 PS: 717816D<br>R/68 LOWER HEART RD<br>SALE     | FZ subdivision of the land (boundary re-alignment).                    | Permit Issued by Delegate of Resp/Auth<br>27/11/2014 |
| 286-1/2014                 | 2/09/2014            | Assessment No. 17400<br>PC: 374959B<br>317-327 YORK ST<br>SALE                | Buildings and works associated with a drive through coffee shop.       | Permit Issued by Delegate of Resp/Auth<br>26/11/2014 |
| 299-1/2014                 | 10/09/2014           | Assessment No. 37044<br>LOT: 1 PS: 333604<br>51-53 DESAILLY ST<br>SALE        | Building and works associated with the construction of a building.     | Permit Issued by Delegate of Resp/Auth<br>3/11/2014  |
| 300-1/2014                 | 11/09/2014           | Assessment No. 429936<br>LOT: CM PS: 729727<br>20-22 DARLING ST<br>SALE       | Six lot subdivision after development permit.                          | Permit Issued by Delegate of Resp/Auth<br>6/11/2014  |
| 304-1/2014                 | 15/09/2014           | Assessment No. 112193<br>LOT: 1 PS: 201125<br>R/1171<br>WINNINDOO             | Use of the land for group accommodation.                               | Permit Issued by Delegate of Resp/Auth<br>27/11/2014 |
| 306-1/2014                 | 16/09/2014           | Assessment No. 212449<br>LOT: 130 PS: 52647<br>39 LAKELINE RD<br>GOLDEN BEACH | Buildings and works in association with the construction of a dwelling | Permit Issued by Delegate of Resp/Auth<br>7/11/2014  |
| 308-1/2014                 | 17/09/2014           | Assessment No. 319889<br>LOT: 2 PS: 116058<br>21 MARY ST<br>HEYFIELD          | Construction of a second dwelling on a lot.                            | Permit Issued by Delegate of Resp/Auth<br>10/11/2014 |
| 311-1/2014                 | 17/09/2014           | Assessment No. 103523<br>PCA: 28 SEC: A<br>R/48 MALVERN PARK<br>DENISON       | Two lot subdivision (house excision).                                  | Permit Issued by Delegate of Resp/Auth<br>26/11/2014 |
| 315-1/2014                 | 18/09/2014           | Assessment No. 229971<br>LOT: 88 PS: 44537<br>16 FISHER PDE<br>LOCH SPORT     | Development of a dwelling and shed with a reduced setback.             | Permit Issued by Delegate of Resp/Auth<br>20/11/2014 |
| 317-1/2014                 | 26/09/2014           | Assessment No. 199463<br>LOT: 2 TP: 847105Y<br>R/187 DOWDS LANE<br>LONGFORD   | Alterations/additions to an existing dwelling.                         | Permit Issued by Delegate of Resp/Auth<br>6/11/2014  |
| 320-1/2014                 | 29/09/2014           | Assessment No. 27961<br>LOT: 2 PS: 729747<br>96B PALMERSTON ST<br>SALE        | GRZ1 subdivision of the land into 2 lots.                              | Permit Issued by Delegate of Resp/Auth<br>27/11/2014 |
| 328-1/2014                 | 1/10/2014            | Assessment No. 284174<br>PC: 366743W<br>R/4 SIMMONS ST<br>GELLIONDALE         | Buildings and works associated with construction of a shed             | Permit Issued by Delegate of Resp/Auth<br>10/11/2014 |

| Application No/Year | Date Received | Property Title & Address  | Proposal   | Status   |
|---------------------|---------------|---|--|--|
| 330-1/2014          | 2/10/2014     | Assessment No. 15347<br>LOT: 2 PS: 99552<br>68-70 THOMSON ST<br>SALE        | Re-subdivision of the land into 2 lots.                              | Permit Issued by Delegate of Resp/Auth<br>10/11/2014 |
| 334-1/2014          | 6/10/2014     | Assessment No. 116103<br>PC: 353079<br>1-3 TI-TREE DVE<br>GOLDEN BEACH      | Removal of an easement.  | Permit Issued by Delegate of Resp/Auth<br>12/11/2014 |
| 335-1/2014          | 6/10/2014     | Assessment No. 316612<br>LOT: 1 TP: 122282T<br>DAVIS ST<br>HEYFIELD         | Buildings/works associated with construction of a crossover.         | Permit Issued by Delegate of Resp/Auth<br>14/11/2014 |
| 339-1/2014          | 10/10/2014    | Assessment No. 411892<br>LOT: 1 PS: 602218R<br>51 PRINCES HWY<br>SALE       | Change of use to establish a cross fit gym.                          | Permit Issued by Delegate of Resp/Auth<br>27/11/2014 |
| 350-1/2014          | 16/10/2014    | Assessment No. 426379<br>LOT: 2 PS: 703124N<br>TINAMBA-SEATON RD<br>TINAMBA | Use and development of the land for a dwelling and shed.             | Permit Issued by Delegate of Resp/Auth<br>27/11/2014 |
| 351-1/2014          | 20/10/2014    | Assessment No. 380170<br>LOT: 5 PS: 421968C<br>R/196<br>ROSEDALE            | Buildings/works associated with alterations/additions to a dwelling. | Permit Issued by Delegate of Resp/Auth<br>14/11/2014 |
| 355-1/2014          | 23/10/2014    | Assessment No. 35527<br>LOT: 2 TP: 856915K<br>10 BOND ST<br>SALE            | Use and development of land for a place of assembly.                 | Permit Issued by Delegate of Resp/Auth<br>26/11/2014 |
| 362-1/2014          | 28/10/2014    | Assessment No. 325894<br>LOT: A PS: 627846U<br>GOLF COURSE RD<br>HEYFIELD   | RLZ2 staged subdivision of the land into 10 lots.                    | Withdrawn<br>7/11/2014                               |
| 364-1/2014          | 29/10/2014    | Assessment No. 28407<br>PC: 369795K<br>8-12 ST CLAIR CRT<br>SALE            | IN1Z subdivision of the land into 2 lots.                            | Permit Issued by Delegate of Resp/Auth<br>10/11/2014 |
| 366-1/2014          | 31/10/2014    | Assessment No. 81398<br>LOT: 1 TP: 1023V<br>R/333 AIRLY RD<br>STRAITFORD    | Buildings and works associated with construction of a shed.          | Permit Issued by Delegate of Resp/Auth<br>27/11/2014 |
| 370-1/2014          | 3/11/2014     | Assessment No. 352583<br>PC: 373438M<br>125-127 TAMBORITHA<br>COONGULLA     | Buildings and works/alterations and extension to existing dwelling.  | Permit Issued by Delegate of Resp/Auth<br>27/11/2014 |

**Total No of Decisions Made: 46**

**PLANNING APPLICATION DETERMINATIONS  
BETWEEN 1/12/2014 AND 31/12/2014**

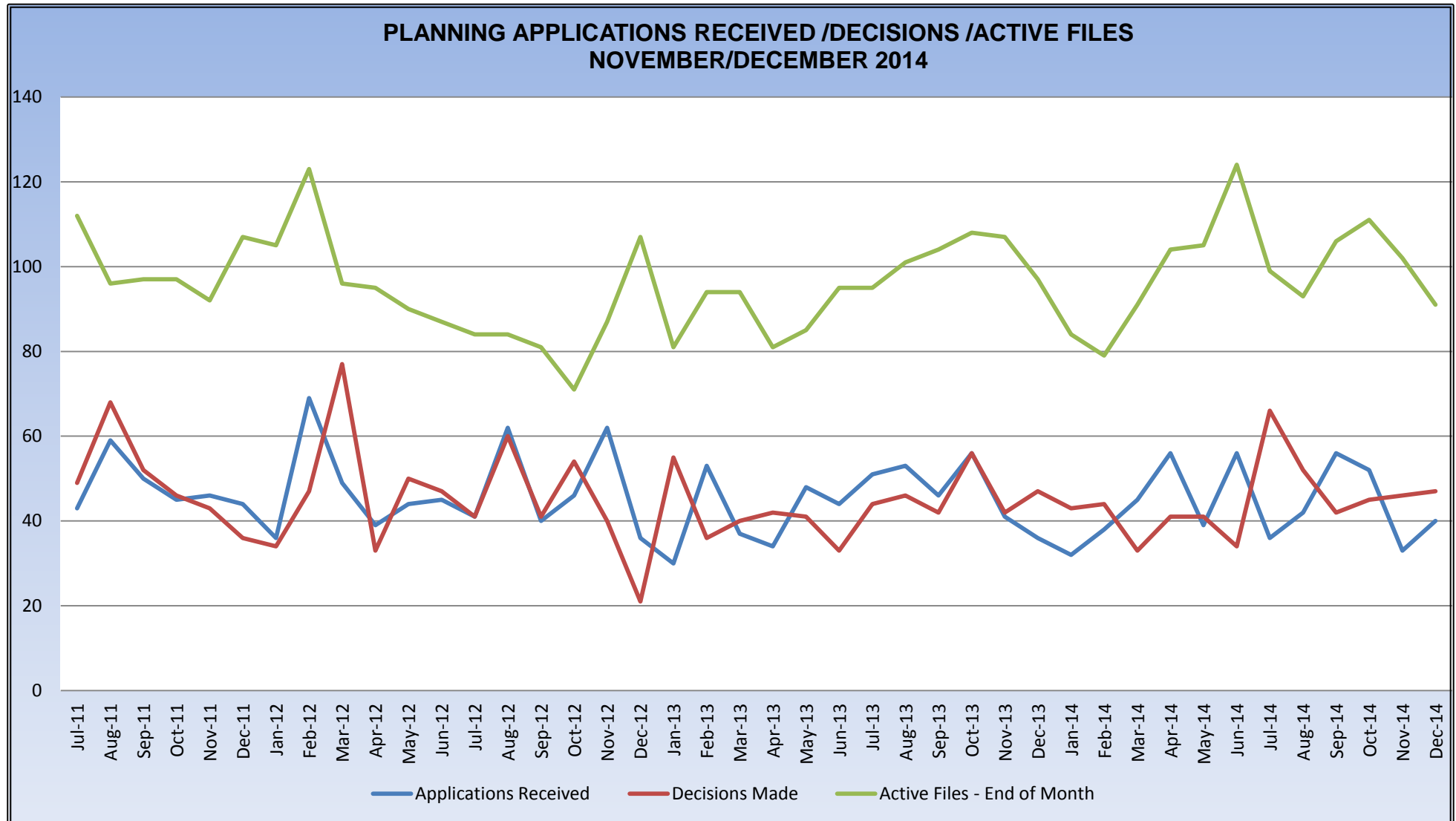
| <b>Application No/Year</b> | <b>Date Received</b> | <b>Property Title &amp; Address</b>   | <b>Proposal</b>  | <b>Status</b>  |
|----------------------------|----------------------|---|--|--|
| 41-5/2009                  | 15/09/2014           | Assessment No. 54379<br>PCA: 8 SEC: 2<br>123-125 YORK ST<br>SALE            | Amendment to permit for use and development of a retail liquor outlet. | Permit Issued by Delegate of Resp/Auth<br>11/12/2014 |
| 347-3/2010                 | 9/12/2014            | Assessment No. 191668<br>CA: 4A SEC: 3A<br>MOORE ST<br>ROSEDALE             | Amendment to permit for liquor licence.                                | Permit Issued by Delegate of Resp/Auth<br>19/12/2014 |
| 33-3/2012                  | 24/11/2014           | Assessment No. 117770<br>PC: 357370<br>18 EDGEWATER DVE<br>GOLDEN BEACH     | Development of a dwelling.   | Permit Issued by Delegate of Resp/Auth<br>19/12/2014 |
| 333-3/2012                 | 8/10/2014            | Assessment No. 412528<br>PC: 168936D<br>12 CHURCH RD<br>YARRAM              | Development of respite care buildings/shed and access to RZ Cat 1.     | Permit Issued by Delegate of Resp/Auth<br>5/12/2014  |
| 411-2/2012                 | 25/11/2014           | Assessment No. 84293<br>PCA: 34A SEC: 2<br>LOWER HEART RD<br>THE HEART      | Use and development of a dwelling.                                     | Permit Issued by Delegate of Resp/Auth<br>19/12/2014 |
| 53-2/2013                  | 12/11/2014           | Assessment No. 229286<br>LOT: 2535 PS: 70942<br>43 ECHIDNA ST<br>LOCH SPORT | Amendment to permit for use and development of a dwelling.             | Permit Issued by Delegate of Resp/Auth<br>2/12/2014  |
| 45-2/2014                  | 20/10/2014           | Assessment No. 27508<br>PCA: 5 SEC: 25<br>66 MARKET ST<br>SALE              | Subdivision of the land into 2 lots.                                   | Permit Issued by Delegate of Resp/Auth<br>8/12/2014  |
| 165-2/2014                 | 2/12/2014            | Assessment No. 427476<br>LOT: 2 PS: 703120W<br>R/107 SHAWS LANE<br>ROSEDALE | Amendment to permit for use and development of two dwellings.          | Permit Issued by Delegate of Resp/Auth<br>17/12/2014 |
| 183-1/2014                 | 6/06/2014            | Assessment No. 202200<br>LOT: 16 PS: 138727<br>R/12 KYLE ST<br>ROSEDALE     | Animal keeping (up to 20 greyhounds).                                  | Permit Issued by Delegate of Resp/Auth<br>5/12/2014  |
| 191-1/2014                 | 16/06/2014           | Assessment No. 29694<br>LOT: 3 PS: 134738<br>147 PATTEN ST<br>SALE          | Buildings/works associated with a telecommunications facility.         | Permit Issued by Delegate of Resp/Auth<br>12/12/2014 |
| 239-1/2014                 | 23/07/2014           | Assessment No. 391946<br>LOT: 5 PS: 518800E<br>R/31 SOVEREIGN DVE<br>WURRUK | Variation to covenant and LDRZ subdivision of the land.                | Permit Issued by Delegate of Resp/Auth<br>5/12/2014  |

| Application No/Year | Date Received | Property Title & Address   | Proposal   | Status   |
|---------------------|---------------|--|--|--|
| 261-1/2014          | 18/08/2014    | Assessment No. 361782<br>LOT: 1 PS: 316769V<br>R/229 MAFFRA-NEWRY<br>MAFFRA      | RLZ4 subdivision of the land into 2 lots.                              | Withdrawn<br>23/12/2014                              |
| 284-1/2014          | 1/09/2014     | Assessment No. 345090<br>CA: 20B<br>BRIAGOLONG RD<br>BRIAGOLONG                  | Use and development of the land/dwelling on a lot < than 40 hectares.  | Permit Issued by Delegate of Resp/Auth<br>5/12/2014  |
| 290-1/2014          | 4/09/2014     | Assessment No. 217018<br>LOT: 634 PS: 52648<br>12 SEA BREEZE AVE<br>GOLDEN BEACH | Buildings and works associated with construction of a garage.          | Permit Issued by Delegate of Resp/Auth<br>11/12/2014 |
| 292-1/2014          | 4/09/2014     | Assessment No. 383075<br>PCA: 113B<br>GLENMAGGIE RD<br>GLENMAGGIE                | Use & development of a dwelling/removal of native veg on <40 hectares. | Withdrawn<br>23/12/2014                              |
| 296-1/2014          | 8/09/2014     | Assessment No. 226753<br>LOT: 662 PS: 53109<br>15 CATHERINE CRT<br>LOCH SPORT    | Development of a dwelling.   | Permit Issued by Delegate of Resp/Auth<br>4/12/2014  |
| 298-1/2014          | 10/09/2014    | Assessment No. 10967<br>LOT: 2 PS: 323478S<br>19-23 PRINCES HWY<br>SALE          | Use of the land for a food and drink premises (brewery and restaurant) | Permit Issued by Delegate of Resp/Auth<br>10/12/2014 |
| 301-1/2014          | 11/09/2014    | Assessment No. 102475<br>LOT: 1 PS: 214650G<br>R/411 GRIMMES RD<br>DENISON       | FZ/PUZ1 subdivision of the land into 2 lots (house excision).          | Permit Issued by Delegate of Resp/Auth<br>8/12/2014  |
| 312-1/2014          | 17/09/2014    | Assessment No. 51953<br>LOT: 2 PS: 211470A<br>13 RHODES DVE<br>SALE              | Subdivision of the land into 2 lots.                                   | NOD issued by Delegate of Respon/Auth<br>23/12/2014  |
| 324-1/2014          | 30/09/2014    | Assessment No. 344267<br>LOT: 1 PS: 41831<br>R/174A BREWERS HILL<br>MAFFRA       | Buildings and works associated with construction of a machinery shed.  | Permit Issued by Delegate of Resp/Auth<br>4/12/2014  |
| 326-1/2014          | 1/10/2014     | Assessment No. 21568<br>LOT: 1 TP: 226492C<br>38 DUNDAS ST<br>SALE               | GRZ1 subdivision of the land into 2 lots.                              | Permit Issued by Delegate of Resp/Auth<br>4/12/2014  |
| 332-1/2014          | 6/10/2014     | Assessment No. 326553<br>LOT: 1 PS: 66601<br>HEYFIELD-SEATON RD<br>HEYFIELD      | Use/development of the land for a dwelling on a lot less than 40ha.    | Permit Issued by Delegate of Resp/Auth<br>12/12/2014 |
| 333-1/2014          | 6/10/2014     | Assessment No. 258475<br>PC: 352547A<br>53-55 FIRST ST<br>PARADISE BEACH         | Buildings and works associated with additions to a dwelling.           | Permit Issued by Delegate of Resp/Auth<br>5/12/2014  |

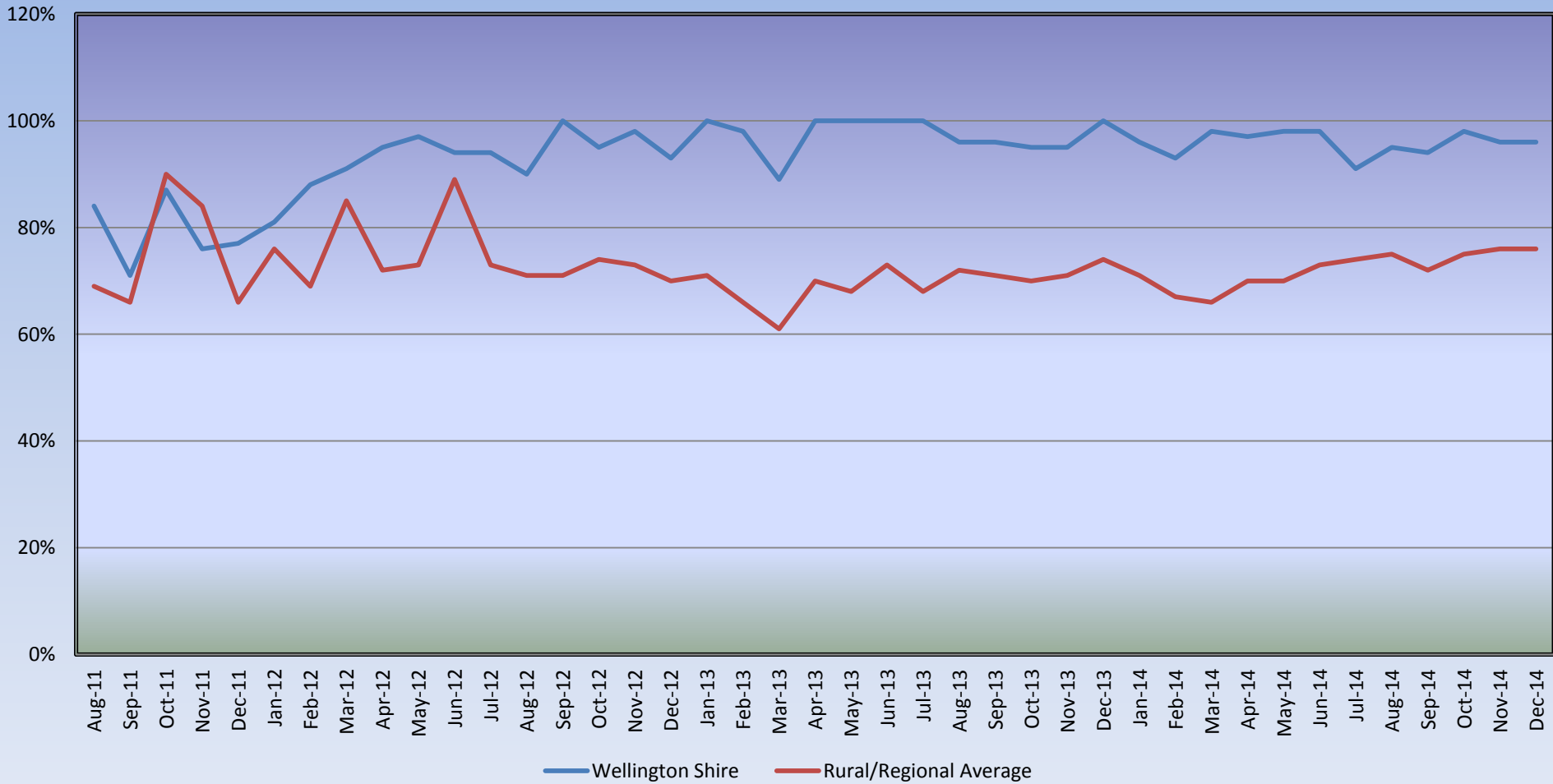
| <b>Application No/Year</b> | <b>Date Received</b> | <b>Property Title &amp; Address</b>  | <b>Proposal</b>  | <b>Status</b>  |
|----------------------------|----------------------|--|--|--|
| 341-1/2014                 | 14/10/2014           | Assessment No. 307280<br>LOT: 1 TP: 561442W<br>EMPIRE PL<br>MAFFRA               | Buildings and works associated with extension to an existing workshop. | Permit Issued by Delegate of Resp/Auth<br>15/12/2014 |
| 343-1/2014                 | 14/10/2014           | Assessment No. 223578<br>LOT: 1275 PS: 58872<br>36 BANKSIA ST<br>LOCH SPORT      | Buildings and works/construction of a dwelling and carport.            | Permit Issued by Delegate of Resp/Auth<br>5/12/2014  |
| 344-1/2014                 | 14/10/2014           | Assessment No. 225896<br>LOT: 244 PS: 50201<br>89 CAMPBELL ST<br>LOCH SPORT      | Buildings and works associated with construction of a shed.            | Permit Issued by Delegate of Resp/Auth<br>12/12/2014 |
| 347-1/2014                 | 15/10/2014           | Assessment No. 113399<br>LOT: 1 TP: 85370Y<br>TRARALGON-MAFFRA<br>COWWARR        | Buildings/works associated with a telecommunications tower.            | Permit Issued by Delegate of Resp/Auth<br>8/12/2014  |
| 349-1/2014                 | 16/10/2014           | Assessment No. 255869<br>LOT: 798 PS: 40160<br>16 SIXTH AVENUE<br>PARADISE BEACH | Construction of a dwelling/shed.<br>Removal of native vegetation.      | Permit Issued by Delegate of Resp/Auth<br>5/12/2014  |
| 358-1/2014                 | 27/10/2014           | Assessment No. 238493<br>LOT: 690 PS: 53109<br>35 NATIONAL PARK RD<br>LOCH SPORT | Development of a dwelling.   | Permit Issued by Delegate of Resp/Auth<br>9/12/2014  |
| 360-1/2014                 | 28/10/2014           | Assessment No. 102913<br>LOT: 1 PS: 703151K<br>R/60 LOWER ---<br>KILMANY         | Development of a dwelling on a lot less than 40 hectares.              | Permit Issued by Delegate of Resp/Auth<br>10/12/2014 |
| 361-1/2014                 | 28/10/2014           | Assessment No. 358341<br>CA: 32E<br>R/950 BUNDALAGUAH<br>BUNDALAGUAH             | Buildings and works associated with construction of a farm shed.       | Permit Issued by Delegate of Resp/Auth<br>2/12/2014  |
| 365-1/2014                 | 30/10/2014           | Assessment No. 256206<br>LOT: 842 PS: 40160<br>10 SEVENTH AVE<br>PARADISE BEACH  | Development of a two storey dwelling and garage.                       | Permit Issued by Delegate of Resp/Auth<br>19/12/2014 |
| 367-1/2014                 | 31/10/2014           | Assessment No. 306266<br>LOT: 19 PS: 316750T<br>136 JOHNSON ST<br>MAFFRA         | Buildings and works associated with an extension.                      | Permit Issued by Delegate of Resp/Auth<br>9/12/2014  |
| 371-1/2014                 | 3/11/2014            | Assessment No. 283721<br>LOT: 1 PS: 449393X<br>GELLIONDALE RD<br>GELLIONDALE     | Buildings and works associated with construction of a shed.            | Permit Issued by Delegate of Resp/Auth<br>12/12/2014 |
| 372-1/2014                 | 3/11/2014            | Assessment No. 107870<br>LOT: 1 PS: 602233V<br>R/692 SWAMP RD<br>DENISON         | Use and development of a dwelling on a property < than 25 hectares.    | Permit Issued by Delegate of Resp/Auth<br>12/12/2014 |

| <b>Application No/Year</b> | <b>Date Received</b> | <b>Property Title &amp; Address</b>  | <b>Proposal</b>   | <b>Status</b>  |
|----------------------------|----------------------|--|---|--|
| 373-1/2014                 | 5/11/2014            | Assessment No. 104281<br>LOT: 4 PS: 528325C<br>R/189 NAMBROK RD<br>NAMBROK             | Buildings and works associated with construction of a shed.           | Permit Issued by Delegate of Resp/Auth<br>12/12/2014 |
| 377-1/2014                 | 7/11/2014            | Assessment No. 17566<br>PC: 366417L<br>225-235 YORK ST<br>SALE                         | Buildings and works associated with construction of a verandah.       | Permit Issued by Delegate of Resp/Auth<br>12/12/2014 |
| 378-1/2014                 | 11/11/2014           | Assessment No. 317545<br>LOT: 5 PS: 301351<br>41-61 FIREBRACE RD<br>HEYFIELD           | Subdivision of the land into 2 lots.                                  | Permit Issued by Delegate of Resp/Auth<br>8/12/2014  |
| 379-1/2014                 | 11/11/2014           | Assessment No. 109785<br>LOT: 2 PS: 709709A<br>BASSETTS LANE<br>GLENGARRY              | Buildings and works associated with construction of a hayshed.        | Permit Issued by Delegate of Resp/Auth<br>15/12/2014 |
| 380-1/2014                 | 11/11/2014           | Assessment No. 85456<br>LOT: 1 PS: 81529<br>R/641 PRINCES HWY<br>MONTGOMERY            | Development of a shed.  | Permit Issued by Delegate of Resp/Auth<br>19/12/2014 |
| 381-1/2014                 | 11/11/2014           | Assessment No. 424713<br>LOT: 1 TP: 142047R<br>92 MERIDAN RD<br>GOLDEN BEACH           | Buildings and works associated with the construction of a dwelling.   | Permit Issued by Delegate of Resp/Auth<br>23/12/2014 |
| 383-1/2014                 | 12/11/2014           | Assessment No. 95026<br>CA: 6 SEC: A<br>R/809 LLOWALONG RD<br>LLOWALONG                | Buildings/works associated with an extension to an existing dwelling. | Permit Issued by Delegate of Resp/Auth<br>17/12/2014 |
| 385-1/2014                 | 13/11/2014           | Assessment No. 112136<br>LOT: 2 PS: 120579<br>R/620 RIVER RD<br>GLENGARRY              | Buildings and works associated with construction of a shed.           | Permit Issued by Delegate of Resp/Auth<br>15/12/2014 |
| 386-1/2014                 | 18/11/2014           | Assessment No. 311498<br>LOT: CM PS: 735308<br>QUEEN ST<br>MAFFRA                      | GRZ1 subdivision of the land into 2 lots.                             | Permit Issued by Delegate of Resp/Auth<br>9/12/2014  |
| 393-1/2014                 | 26/11/2014           | Assessment No. 397158<br>LOT: 7 PS: 521430T<br>49 MERRY ST<br>MAFFRA                   | Buildings and works associated with construction of a shed.           | Permit Issued by Delegate of Resp/Auth<br>19/12/2014 |
| 396-1/2014                 | 2/12/2014            | Assessment No. 367375<br>LOT: 7 TP: 164100R<br>R/375 UPPER MAFFRA<br>MAFFRA WEST UPPER | Removal of native vegetation.   | Permit Issued by Delegate of Resp/Auth<br>17/12/2014 |
| 405-1/2014                 | 12/12/2014           | Assessment No. 70458<br>PTL: 4 PS: 15530<br>4/13 DARLING ST<br>SALE                    | GRZ1 subdivision of the land into 6 lots.                             | Permit Issued by Delegate of Resp/Auth<br>16/12/2014 |

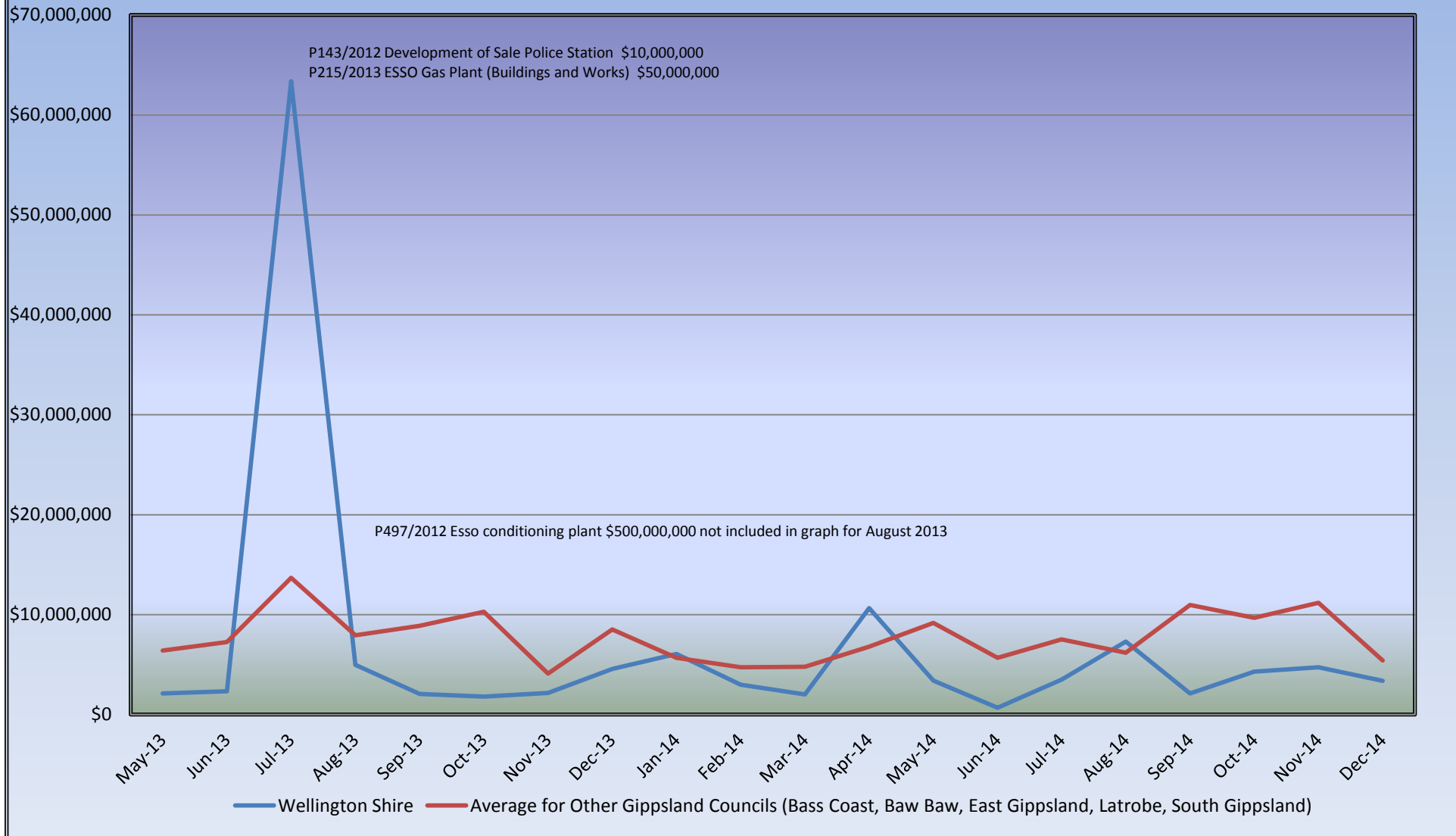
**Total No of Decisions Made: 47**



**DECISIONS ISSUED WITHIN 60 DAYS  
NOVEMBER/DECEMBER 2014**



### ESTIMATED VALUE OF WORKS MAY 2013 - NOVEMBER/DECEMBER 2014





## **C4 - REPORT**

# **GENERAL MANAGER BUILT & NATURAL ENVIRONMENT**



## C5 - REPORT

# GENERAL MANAGER LIVEABILITY

**ITEM C5.1****BRIAGOLONG QUARRY RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: LIVEABILITY  
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES  
 DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
|           |               | ✓           | ✓              | ✓            |                   |           |               | ✓            |                 |

**OBJECTIVE**

To receive the minutes from the Briagolong Quarry Reserve Committee of Management's Ordinary Meeting held on 8 December 2014.

**BACKGROUND**

The Briagolong Quarry Reserve Committee of Management is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of this Committee are:

- To manage, operate and maintain the Briagolong Quarry Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Briagolong Quarry Reserve for the use and enjoyment of the local community.

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council.

Conflict of Interest: It was noted that conflicts of interest were called for at the commencement of the meeting, with no conflicts being declared.

**OPTIONS**

Council has the following options:

1. Receive the Minutes from Briagolong Quarry Reserve Committee of Management's Ordinary Meeting held on 8 December 2014; or
2. Seek further information to be considered at a future Council Meeting.

**PROPOSAL**

To receive the Minutes from the Briagolong Quarry Reserve Committee of Management's Ordinary Meeting held on 8 December 2014.

## **CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

## **LEGISLATIVE IMPACT**

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

## **COUNCIL POLICY IMPACT**

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

## **COUNCIL PLAN IMPACT**

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

*“Asset and infrastructure that meet current and future community needs.”*

Strategy 4.2

*“Ensure assets are managed, maintained and renewed to meet service needs.”*

## **CONSULTATION IMPACT**

Meetings held by the Briagolong Quarry Reserve Special Committee of Council are open to the public.

## **PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

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## **RECOMMENDATION**

***That Council receive the Minutes from Briagolong Quarry Reserve Committee of Management’s Ordinary Meeting held on 8 December 2014.***

**BRIAGOLONG QUARRY RESERVE  
Special Committee of Council**

**MINUTES**

MEETING DATE: 8/12/2014.....MEETING TIME: 7:30.....

MEETING VENUE: BRIAG HOTEL.....

Meeting Opened Time:

**1. Present / Apologies**

| Name            | Title       | Present / Apology |
|-----------------|-------------|-------------------|
| Peter Cleary    | Councillor  | /                 |
| Warrick Brown   | Chairperson | /                 |
| Graeme Appleton |             | /                 |
| Jacob Taylor    |             | /                 |
| Jodie Taylor    | APOL        |                   |
| Kaye Whitworth  |             | /                 |
| Marty Geaney    | APOL        |                   |

Quorum Achieved?  Yes /  No

**2. Declaration of Conflicts of Interest** /

**3. Confirmation of Minutes of Previous Meeting (note any corrections)**

Moved: JAKE                      Seconded: APPLES                      CARRIED ✓

Chairperson to sign and date previous minutes to be filed by Secretary

**4. Business Arising from Previous Minutes**

N/A

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10. New Rules of the Committee to be endorsed by Council

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.....  
.....

11. General Business

WE WILL APPROACH HERRY DUCE TO QUOTE FOR MINOR WORKS

GEOFF HAYS AND CAMERON <sup>MCGRIGOR</sup> ~~PERSON~~ (ARBORIST) HAVE BEEN DOWN AND HAD A LOOK AT TREES, GEOFF WILL GET BACK TO THE COMMITTEE ABOUT THE DISCUSSION

JANE AND WARRICK WILL HAVE A LOOK AT DRAINAGE

JANE AND WARRICK WILL LOOK AT FINISHING OFF TREE WORK

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12. Next Meeting

Meeting Closed Time: 8.30

These minutes are:

Confirmed as true and correct on .....  
Date

Or

Corrections have been made and noted at the meeting on .....  
Date

Chairperson Signature.....

**ITEM C5.2****MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT NOTES**

DIVISION: LIVEABILITY  
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES  
 DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
|           |               | ✓           | ✓              | ✓            |                   |           |               | ✓            |                 |

**OBJECTIVE**

For Council to receive the notes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 3 November 2014.

**BACKGROUND**

The Maffra Recreation Reserve Committee of Management is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of this Committee are:

- To manage, operate and maintain the Maffra Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Maffra Recreation Reserve for the use and enjoyment of the local community.

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council and highlight the day to day activities being undertaken by the Committee.

It was noted that there was not a quorum and no decisions were to be made. It was decided the notes would be sent to Council to show a meeting was held but all decisions will require ratification at the next scheduled meeting of the Committee of Management.

**OPTIONS**

Council has the following options:

1. Receive the notes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 3 November 2014; or
2. Seek further information for consideration at a future meeting of Council.

**PROPOSAL**

That Council receive the notes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 3 November 2014.

## **CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

## **LEGISLATIVE IMPACT**

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

## **COUNCIL POLICY IMPACT**

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

## **COUNCIL PLAN IMPACT**

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

*“Asset and infrastructure that meet current and future community needs.”*

Strategy 4.2

*“Ensure assets are managed, maintained and renewed to meet service needs.”*

## **CONSULTATION IMPACT**

Meetings held by the Maffra Recreation Reserve Special Committee of Council are open to the public.

## **PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

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## **RECOMMENDATION**

***That Council receive the notes from the Maffra Recreation Reserve Committee of Management’s Ordinary Meeting held on 3 November 2014.***

MAFFRA RECREATION RESERVE COMMITTEE of  
MANAGEMENT  
(SPECIAL COMMITTEE of WELLINGTON SHIRE COUNCIL)

P.O. BOX 275  
MAFFRA, VICTORIA, 3860

Meeting Notes

03/11/14

SHIRE COUNCIL

01 DEC 2014

RECEIVED

Present; Jennifer Toma, Irene Crockford, Bernard Coleman, Matthew Coleman & Steve Dingwall.

Apologies; Cheryl Dowling, John Vardy, Lisa Ogilvie, Dennis Proud & Val Bragg.

These are notes taken at this meeting in the absence of Chairman, Mark Hewlitt, B. Coleman chaired the discussions.

Business from the October meeting

The demolition derby was a success in the new area, there will be an adjustment to the site for the 2015 show, closer to a lit area.

Two of the power boxes were completed before the show and a three-phase power pole (near the eastern fence) was repaired.

The Rockhounds will hold an AGM on Thursday November 6<sup>th</sup>. It is possible to run the club for a further twelve months without subscriptions being paid.

A letter was received from Dave Mair (building inspector) requesting proper security fencing be erected around the foundations for the corporate extension. ACTION Secretary to contact Beddggdod and Clarke re their security fencing and these details to be sent to the Football club committee as this is their responsibility.

ACTION Secretary to request another copy of the ESM manual as updates have arrived and the original has been misplaced.

Reports

Kennel Club- five international judges have been contracted for the 2015 shows. It is hoped with the extra power outlets to increase camper numbers again.

Rockhounds- as above

Maffra Municipal Band- it is noted that SUNDAY DECEMBER 21<sup>ST</sup> is the date for Carols by Candlelight, all representatives should be aware.

Agricultural Society- there were no incident reports from this years show, the new parking arrangements in Blackies Paddock were excellent, a job well done.

Work undertaken prior to the show was the clearing of rubbish from behind the cattle pavilion shedding (the final part of the cypress tree removal) and the construction of a truck ramp. The account for this work will come to Committee via the Society.

ACTION B. Coleman to liase with the Historic Truck organisers to establish if the ramp is as required.

The revitalised International Food Court was a great success, especially the Hangi as it filled the need for an evening meal option.

General Discussion

The Agricultural Society is exploring the possibility of a shed between the Sheep Pavilion and the Poultry Pavilion, incorporating box guttering. There will be need to seek advice from WSC re the flood plan for this reserve. Quotes will be sourced from Bairnsdale Sheds and grants applied for to assist with costs.

The Secretary reported that Brian Wheatley had undertaken his maintenance inspection and a report will be forth coming.

A sheet of tin has been fixed over the broken louvres in the ladies toilets on the eastern boundary.

Chairs from the old social clubrooms are now being stored in the Wool Pavilion.

“R” locks MUST be fitted and left on the -oval gates

-Mclean and Edward street gates

-all pedestrian gates

“R” locks to be stored in the Committee’s cupboard and another box ordered.

A quote for drainage behind the cattle pavilion shedding, pipe to go underground from the end of the sheds into Bill Heyne’s drain to be obtained. To prevent a repeat of flooding in that area.

**ITEM C5.3****GORDON STREET RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: LIVEABILITY  
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES  
 DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
|           |               | ✓           | ✓              | ✓            |                   |           |               | ✓            |                 |

**OBJECTIVE**

To receive the minutes from the Gordon Street Reserve Committee of Management's Ordinary Meeting held on 30 October 2014 including financial statements.

**BACKGROUND**

The Gordon Street Reserve Committee of Management is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of the Committee are:

- To manage, operate and maintain both the Gordon Street Recreation Reserve and the Heyfield Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop both the Gordon Street Recreation Reserve and the Heyfield Recreation Reserve for the use and enjoyment of the local community.

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council and highlight the day to day activities being undertaken by the Committee.

Conflict of Interest: It was noted that conflicts of interest were called for at the commencement of the meeting, with no conflicts being declared.

**OPTIONS**

Council has the following options:

1. Receive the minutes from the Gordon Street Reserve Committee of Management's Ordinary Meeting held on 30 October 2014 including financial statements; or
2. Seek further information to be considered at a future Council Meeting.

**PROPOSAL**

To receive minutes from the Gordon Street Reserve Committee of Management's Ordinary Meeting held on 30 October 2014 including financial statements.

## **CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

## **LEGISLATIVE IMPACT**

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

## **COUNCIL POLICY IMPACT**

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

## **COUNCIL PLAN IMPACT**

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

*“Asset and infrastructure that meet current and future community needs.”*

Strategy 4.2

*“Ensure assets are managed, maintained and renewed to meet service needs.”*

## **CONSULTATION IMPACT**

Meetings held by the Gordon Street Reserve Special Committee of Council are open to the public.

## **PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

---

### **RECOMMENDATION**

***That Council receive the minutes from the Gordon Street Reserve Committee of Management’s Ordinary Meeting held on 30 October 2014 including financial statements.***

# GORDON STREET RECREATION RESERVE Special Committee of Council

## MINUTES

### MEETING DATE, MEETING TIME MEETING VENUE

Meeting Opened Time: 7.03 pm

Date: 30/10/2014

#### 1. Present / Apologies

| Name              | Title          | Representing                     | Present / Apology |
|-------------------|----------------|----------------------------------|-------------------|
| Malcolm Hole      | Councillor     |                                  | Apology           |
| Barbara Cook      |                | Heyfield Vintage Machinery Group | Present           |
| Patrick Rodaughan | Secretary      | Heyfield Junior Football Club    | Present           |
| Gael McGee        |                | Heyfield Cricket Club            | Pending Member    |
| Lee Clarke        |                | Heyfield Traders & Tourism Assn  | Present           |
| Aaron Ralph       |                | Heyfield Basketball              | Pending Member    |
| Kelvin Sundermann | Vice President | Heyfield Tennis                  | Present           |
| Brian Brown       | President      | Community                        | Present           |
|                   |                | Community                        | Vacant            |
| Trevor Donohue    | Treasurer      | Community                        | Present           |
| Richard Fawaz     |                | Community                        | Present           |
| Bruno Furjan      |                | Pigeon Club                      | Present           |
| Geoffrey Healy    |                | Heyfield Football Netball        | Present           |

Quorum Achieved?            Yes

2. Declaration of Conflicts of Interest : Read by Chairperson Brian Brown

3. Confirmation of Minutes of Previous Meeting (note any corrections)

Moved: P Rodaughan  
CARRIED

Seconded: B Cook

Chairperson to sign and date previous minutes to be filed by Secretary

4. Business Arising from Previous Minutes : Nil

5. Correspondence In : Attached
  6. Correspondence Out – date previous minutes sent to Council : Attached
  7. Reports
    - 7.1 Chairperson's Report : Attached
    - 7.2 Treasurer's Report : Attached
    - 7.3 User Group Reports : Attached
  8. Volunteers :
  9. OHS / Risk / Facility Fault Report: Attached
  10. New Rules of the Committee to be endorsed by Council
  11. General Business: Attached
  12. Next Meeting : 26/02/2015
- Meeting Closed Time: 8.07 pm

These minutes are:

Confirmed as true and correct on 30/10/2014

Or

Corrections have been made and noted at the meeting on .....

Date

Chairperson Signature



## Gordon Street Reserve General Meeting

Venue: Heyfield & District Vintage Machinery Group Clubrooms.

Business Arising: Nil

Correspondence In: WSC Denis Murphy letter of approval for installation of mower storage shed; SP Ausnet x 3 interruption to power supply; SRW newsletter; Heyfield Cricket Club representative letter of resignation; Energy Australia x 3 confirmation of contract charges; Group Four building surveyors application forms for building permit WSC Marcus Stone email reply from issues raised at meeting; WSC Marcus Stone email re confirmation of address of Alan Lay Oval; WSC Geoff Hay email Section 86 EIO membership form; WSC Brian Wheatley Essential Safety Measures Manual; Heyfield Tennis Club letter; WSC Geoff Hay email re advertisement for vacant Community Rep position.

Correspondence Out: Email WSC Lisa Lyndon & Geoff Hay 24/09/14 minutes;; Heyfield Cricket Club email re pitch mower; Email WSC Marcus Stone re address of middle oval; WSC Geoff Hay Section 86 member applications; Email WSC Marcus Stone re issues raised at meeting; Email WSC Geoff Hay meeting invitation; Group Four building surveyors application for building permit; Email WSC Marcus Stone letter of approval for installation of mower shed.

Reports:

- Chairperson's Report: Brian reported the earthworks on the dam wall have been completed and excess dirt had been used to fill low spots around the reserve.
- Meeting held with WSC members and Architects in relation to plan designed for the refurbishment of the buildings.
- Mower shed site has been excavated and is ready to go on approval of building permit.

Treasurer's Report: Trevor informed committee that Alan Lay was still a signatory at the bank.

Motion: That Alan Lay (deceased) is deleted from the list of names authorised to sign cheques at the Bendigo Bank.

Moved: Trevor                      Seconded: Pat                      Carried

Trevor has contacted Energy Australia and we are now receiving a 23% discount on electricity for the reserve.

User Groups: Heyfield Tennis Club has had half success with two of the four courts resurfaced and still waiting for the other two to be done. The under ground power line to the clubrooms has been completed.

Heyfield Traders: Two working bee's have been held to clean up and remove fallen branches from around the oval and have removed half of the chain mesh from the fence. Lee asked if a dog poo bag dispenser could be installed at the McFarlane Street entrance to the RV stop and if the grass on the Clarke Street side could be sprayed or mowed.

Heyfield & District Vintage Machinery Group: Members have slashed the paddock and the area at the end of Fawaz Street. They have applied to host the 2017 National Rally. The club has planted a small crop of wheat in the paddock where the grand parade track is and will harvest with vintage machinery and are making a video of this.

Heyfield Pigeon Club: The new clubroom is almost complete with only a bit plastering left to do.

Heyfield Football Netball Club: The Multi Purpose DSE building is nearing completion and a working bee is planned to finish the cladding, rewiring and plastering.

OHS/Risk/ Fault Report:

The Cricket Club have brought to our attention a tree located behind the nets causes the bowlers to lose sight of the ball when it is hit back at them. We have completed a vegetation removal form and will forward to the relevant department of Council.

General Business:

Trevor asked if we should be doing something to recognise Mission Employment for the work they have been doing at the reserve.

Trevor asked where we are at with the Alan Lay Oval. Pat responded saying the amendment to the address has been done and we are good to go ahead.

Trevor asked if the Netball court and the Gordon Street entrance have been included in the Master plan. Pat responded that he had written an email to Marcus Stone requesting it be included.

Brian spoke of the need to do something with the roof of the basketball stadium which currently allows rain water to get on the floor. It was suggested to change the roof capping and install whirly birds for ventilation. It was discussed and agreed to get a couple of quotes and hold over until the next meeting.

A letter was received from the Heyfield Tennis Club requesting permission to install a path from the Gordon Street entrance to the clubroom veranda. The pavers for the path have been kindly donated and Mission Employment will undertake the construction work.

Motion: Heyfield Tennis Club is granted permission to install path from front gate to the veranda.

Moved Kelvin                      Seconded: Brian                      Carried

Pat explained where we are at with the purchase of the 10 ML of water for the reserve. We have secured 10ML at a price of \$1,700.per megalitre.

GORDON STREET RESERVE – FINANCIAL STATEMENT- COMMITTEE MEETING – 30.10.14

EXPENDITURE

|                     |             |
|---------------------|-------------|
| Vern Graham         | 36.88       |
| Timberline          | 167.71      |
| Heyfield Signs      | 132.        |
| W Butcher           | 77.         |
| Tyrrell Partners    | 330.        |
| Energy Aust         | 556.61      |
| Gipps Turf Equip    | 380.        |
| J Ferguson          | 2463.78     |
| Cerus Equip         | 259.12      |
| Vern Graham         | 348.65      |
| Football- Netball   | 200.        |
| Timberline          | 298.44      |
| KDJ Spraying        | 275.        |
| Gipps Water         | 1375.83     |
| Thompson Timber     | 75.         |
| WSC (tennis)        | 1716.       |
| Gipps Turf Equip    | 160.        |
| Heyfield Plant Hire | 1518.       |
| TOTAL               | \$10,370.02 |

PREV BALANCE (28.08.14)

|            |          |
|------------|----------|
| Cheque     | 3447.15  |
| Mower      | 1494.321 |
| Masterplan | 8833.75  |

INCOME

|                            |             |
|----------------------------|-------------|
| Newry Rec Res              | 232.37      |
| Donations                  | 300.        |
| Interest                   | 104.71      |
| Junior Football            | 220.        |
| Traders & Tourism          | 330.        |
| Tennis                     | 440.        |
| H & D V M G                | 550.        |
| Racing Pigeon              | 220         |
| Newry Rec Res              | 910.25      |
| Cricket                    | 550         |
| Basketball                 | 440:        |
| Football – Netball         | 1740.       |
| Nth Gippy Football-Netball | 440.        |
| WSC (gst)                  | 161.68      |
| WSC (subsidy)              | 29774.      |
| TOTAL                      | \$36,413.01 |

CURRENT BALANCE

|                     |          |
|---------------------|----------|
| Cheque              | 11095.81 |
| Mower               | 2639.62  |
| Masterplan          | 9675.77  |
| Term Deposit        | 18000.   |
| Unpresented Cheques | 1593.    |



**ITEM C5.4****BRIAGOLONG RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: LIVEABILITY  
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES  
 DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
|           |               | ✓           | ✓              | ✓            |                   |           |               | ✓            |                 |

**OBJECTIVE**

For Council to receive the minutes from the Briagolong Recreation Reserve Committee of Management's Ordinary Meeting held on 17 November 2014.

**BACKGROUND**

The Briagolong Recreation Reserve Committee of Management is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of the Special Committee are:

- To manage, operate and maintain the Briagolong Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Briagolong Recreation Reserve for the use and enjoyment of the local community.

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council and highlight the day to day activities being undertaken by the Committee.

Conflict of Interest: It was noted that conflicts of interest were called for at the commencement of the meeting, with no conflicts being declared.

**OPTIONS**

Council has the following options:

1. Receive the minutes from the Briagolong Recreation Reserve Committee of Management's Ordinary Meetings held on 17 November 2014; or
2. Seek further information to be considered at a future Council Meeting.

**PROPOSAL**

That Council receive the minutes from the Briagolong Recreation Reserve Committee of Management's Ordinary Meetings held on 17 November 2014.

## **CONFLICT OF INTEREST**

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

## **LEGISLATIVE IMPACT**

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

## **COUNCIL POLICY IMPACT**

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

## **COUNCIL PLAN IMPACT**

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

*"Asset and infrastructure that meet current and future community needs."*

Strategy 4.2

*Ensure assets are managed, maintained and renewed to meet service needs.*

## **CONSULTATION IMPACT**

Meetings held by the Briagolong Recreation Reserve Special Committee of Council are open to the public.

## **PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

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## **RECOMMENDATION**

***That Council receive the minutes from the Briagolong Recreation Reserve Committee of Management's Ordinary Meeting held on 17 November 2014.***

**BRIAGOLONG RECREATION RESERVE**  
**Special Committee of Council**  
**MINUTES**

**MEETING DATE: 17<sup>th</sup> NOVEMBER 2014**

**MEETING TIME: 7.40PM – 10.00PM**

**MEETING VENUE: BRIAGOLONG RECREATION RESERVE ROOMS**

**1. Present/apologies**

| Name              | Title                  | Representing                | Present/Apology   |
|-------------------|------------------------|-----------------------------|-------------------|
| Peter Cleary      | Councillor             | Wellington Shire Council    | Apology           |
| Megan Lee         |                        | Briagolong Junior Football  | Absent            |
| Chris Pleydell    |                        | Briagolong Junior Football  | Absent            |
| Jacob Annear      |                        | Boisdale/Briagolong Cricket | Present           |
| Bradley Mynott    |                        | Boisdale/Briagolong Cricket | Present           |
| Kylie Wright      | Secretary              | Briagolong & District Pony  | Present           |
| Jenny Elliot      | President              | Briagolong & District Pony  | Present           |
| Terri Matthiesson |                        | Community                   | Apology           |
| Neil Sandison     |                        | Community                   | Present           |
| Stephen Noble     |                        | Community                   | Present           |
| Vanessa Randle    |                        | Briagolong Tennis Club      | Present           |
| Mick Pleydell     |                        | Briagolong Tennis Club      | Present           |
| Darren Randle     |                        | Guest                       | Present           |
| Sean Padman       | Cricket club president | Guest                       | Present partially |

Quorum achieved: **YES**

**2. Declaration of conflicts of interest: NIL**

**3. Confirmation of minutes of previous meeting:**

Moved: Neil                      Seconded: Kylie

**4. Business arising from previous meeting:**

- Many thanks to Ros Annear and Kerrie Camp for their terms as President and Treasurer.
- Proposed new cricket practice nets – Sean Padman along with all members present viewed and discussed proposed site of new crickets nets, Sean will mark out reviewed proposed site and will inform members when they can view. There will be a concrete slab that will be flush with ground level and can be driven on by heavy vehicles to access parking along side cricket oval. Net poles will be removable. Old practice nets will be pulled down; concrete does not need to be removed.
- Kylie to email Ros and Terri in regards to letters to Sean Padman and Candice Wagstaff as we require copies for our records.

- Brad presented grounds maintenance proposal to all present – all present in favour.
- NO HORSE signs quoted @ \$77.00 each, all present approved - Neil will order 3.

#### 5. Correspondence in:

- Email from Terri re: apology for tonight's meeting.
- ESM manual annual updates – Brad has placed all new updates in our folder.
- Defib instructions received via Sean Padman – given to Brad as he is our maintenance co-ordinator.

#### 6. Correspondence out -

- Load and Go (petrol card), Calcimo and Abicor accounts sent via post to Kerrie Camp.
- Annual Recreation reserve fee sent to Tracey Ryan for Briagolong pony club.

#### 7. Reports –

##### 7.1 Presidents report –

- No issues raised.

##### 7.2 Treasurers report -

- Reconciled statement for Sept 30<sup>th</sup> 2014 handed in by Sean on behalf of Kerry.
- Steve will follow up with Elders the 4 bags of grass seed charged instead of the agreed upon 2 bags. Cost per bag \$162.50.
- Brad will remain a signatory, Jenny and Kylie still to complete required paperwork to be signatories.

##### 7.3 User group reports –

**Cricket club** – Few players with other clubs and some chosen for Sale club. 1<sup>st</sup> and 2<sup>nd</sup>'s going OK.

**Football club** – no representatives present to report.

**Pony Club** – Club meet on Melbourne cup day and most recent rally well attended. Xmas break up Friday 5<sup>th</sup> December.

**Community** – Primary school gala auction was well attended, was a success and was a great night. Bushy park tractor pull was a huge success.

**Tennis Club** – Mick Pleydell volunteering coaching younger players on Saturday mornings. Juniors have 4 teams and are going well. AGM held - new nominations are: President: Tracey Binger

Vice President: Julie Orchard

Secretary: Megan Lee

Treasurer: Gerard Condon

New Tennis Club representatives for Briagolong Recreation Reserve Committee are: Vanessa Randle and Mick Pleydell – welcome.

#### **General Business –**

- New appointment:  
Neil nominated Vanessa Randle for Treasurer position, Brad seconded, Vanessa accepted.
- Kitchen works will be commenced during Xmas – New Year period. Brad explained to all present what will be achieved.
- Vanessa and Mick have filled out their Expression of interest for Briagolong Recreation Reserve committee forms and will gain signatures required and send off.
- Recreation reserve bins are being used by locals to dump their household rubbish – bins to be moved closer to mower shed then put out for collection on Tuesday evenings.
- Jenny will contact footy president to discuss representatives to regularly attend committee meetings for Recreation reserve each month.
- Kylie to buy a receipt book and have a running tally sheet to be left at Briagolong Post Office with Load and Go card – fuel purchases.
- Brad to purchase new 20litre fuel can.
- Green mower hasn't started since returning from recent service – Brad to organise maintenance issues.
- Mick and Brad will look at hinges on door of mower shed.
- OH&S issue - Some veranda poles require replacing due to being rotten – Jake will determine how many and discuss with Brad purchase and replacement of same.
- Local man bound to wheelchair came to watch football recently – has vowed he will NOT return as there is no access for him to use toilets.
- Fuse cover – Neil to organise.

**8. Next meeting:** 15<sup>th</sup> December 2014 @ 7.30pm

**ITEM C5.5****GORDON STREET RECREATION RESERVE SECTION 86  
COMMITTEE OF MANAGEMENT MEMBERSHIP**

DIVISION: LIVEABILITY  
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES  
 DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
|           |               | ✓           | ✓              | ✓            |                   |           |               |              |                 |

**OBJECTIVE**

For Council to appoint the nominated Community representative to the Gordon Street Recreation Reserve Committee of Management, as detailed in the attached confidential report, for the remainder of the three year period, ending 18 December 2015.

**BACKGROUND**

The Gordon Street Recreation Reserve Committee of Management is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of the Special Committee are:

- To manage, operate and maintain the Gordon Street Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Gordon Street Recreation Reserve for the use and enjoyment of the local community.

The Committee operates under a Terms of Reference which provides for the Council appointment of between 5 and 13 members for a three year term as follows:

- One Councillor
- One Representative from the Heyfield Cricket Club
- One Representative from the Heyfield Football Netball Club
- One Representative from the Heyfield Junior Football Club
- One Representative from the Heyfield Basketball Club
- One Representative from the Heyfield Vintage Machinery Group
- One Representative from the Heyfield Pigeon Club
- One Representative from the Heyfield Tennis Club
- One Representative from the Heyfield Traders & Tourism Association
- Four representatives of the Community of Heyfield

**OPTIONS**

Council has the following options:

1. To appoint the nominated Community representative to the Gordon Street Recreation Reserve Committee of Management, as detailed in the attached confidential report, for the remainder of the three year period, ending 18 December 2015; or
2. Seek further information to be considered at a future Council meeting.

## PROPOSAL

For Council to appoint the nominated Community representative to the Gordon Street Recreation Reserve Committee of Management, as detailed in the attached confidential report, for the remainder of the three year period, ending 18 December 2015.

## CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

## LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

## COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

## COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

*“Asset and infrastructure that meet current and future community needs.”*

Strategy 4.2

*“Ensure assets are managed, maintained and renewed to meet service needs.”*

## PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

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### RECOMMENDATION

*That*

- 1. Council adopts the recommendation contained in the confidential report at Item F1.1 of the Council Meeting Agenda for Gordon Street Recreation Reserve Committee of Management Membership; and***
- 2. The information contained in the attached document Item F1.1 Gordon Street Recreation Reserve Special Committee of Council Membership of this Council Meeting Agenda, and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Liveability on 12 January 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: (h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful member can be made public.***

**ITEM C5.6****BRIAGOLONG RECREATION RESERVE COMMITTEE OF MANAGEMENT MEMBERSHIP**

DIVISION: LIVEABILITY  
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES  
 DATE: 3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
|           |               | ✓           | ✓              | ✓            |                   |           |               |              |                 |

**OBJECTIVE**

For Council to appoint the nominated Briagolong Tennis Club representatives to the Briagolong Recreation Reserve Committee of Management, as detailed in the attached confidential report, for the remainder of the three year period, ending 18 December 2015.

**BACKGROUND**

The Briagolong Recreation Reserve Committee of Management is a Special Committee of Council under Section 86 of the *Local Government Act 1989* and operates within the provisions of a Council approved Instrument of Delegation.

The objectives of the Special Committee are:

- To manage, operate and maintain the Briagolong Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Briagolong Recreation Reserve for the use and enjoyment of the local community.

The Committee operates under a Terms of Reference which provides for the Council appointment of a minimum of 5 members for a 3 year term from 17 December 2012 to 18 December 2015. Committee membership is as follows:

- One Councillor
- Two Representatives from the Briagolong Junior Football Netball Club
- Two Representatives from the Briagolong Tennis Club
- Two Representatives from the Boisdale-Briagolong Cricket Club
- Two Representatives from the Briagolong & District Pony Club
- Four Representatives of the community of Briagolong. Expressions of interest shall be sought embracing an agreed range of skills and experience appropriate to the functioning of a public recreation reserve.

**OPTIONS**

Council has the following options:

1. To appoint the nominated Briagolong Tennis Club representatives to the Briagolong Recreation Reserve Committee of Management, as detailed in the attached confidential report, for the remainder of the three year period, ending 18 December 2015; or
2. Seek further information to be considered at a future Council meeting.

## PROPOSAL

That Council appoint the nominated Briagolong Tennis Club representatives to the Briagolong Recreation Reserve Committee of Management, as detailed in the attached confidential report, for the remainder of the three year period, ending 18 December 2015.

## CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

## LEGISLATIVE IMPACT

This report is in accordance with Section 91(4) of the *Local Government Act 1989*.

## COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.2 which establishes a framework for the guidance of Council in relation to the roles and responsibilities of Committees.

## COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

*"Asset and infrastructure that meet current and future community needs."*

Strategy 4.2

*"Ensure assets are managed, maintained and renewed to meet service needs."*

## PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

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### RECOMMENDATION

**That:**

- 1. Council adopts the recommendation contained in the confidential report at Item F1.2 of the Council Meeting Agenda for Briagolong Recreation Reserve Committee of Management Membership; and**
- 2. The information contained in the attached document Item F1.2 Briagolong Recreation Reserve Special Committee of Council Membership of this Council Meeting Agenda, and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Liveability on 12 January 2015 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: (h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful member can be made public.**

**ITEM C5.7****MUNICIPAL EMERGENCY MANAGEMENT PLAN 2014**

DIVISION:

LIVEABILITY

ACTION OFFICER:

COORDINATOR MUNICIPAL EMERGENCY

DATE:

3 FEBRUARY 2015

| IMPACTS   |               |             |                |              |                   |           |               |              |                 |
|-----------|---------------|-------------|----------------|--------------|-------------------|-----------|---------------|--------------|-----------------|
| Financial | Communication | Legislative | Council Policy | Council Plan | Resources & Staff | Community | Environmental | Consultation | Risk Management |
| ✓         |               | ✓           |                |              |                   | ✓         |               | ✓            |                 |

**OBJECTIVE**

That Council receive the reviewed Municipal Emergency Management Plan (MEMPlan) 2014 as attached.

**BACKGROUND**

Council is required under the *Emergency Management Act 1986* to prepare a Municipal Emergency Management Plan (MEMPlan). A MEMPlan is not an action or response plan for individual incidents; it is an overarching document that covers an “all hazards” approach to emergency planning. The MEMPlan outlines the general arrangements and responsibilities for emergency agencies within the municipality of Wellington.

The MEMPlan 2014 has been rewritten to ensure it aligns with current legislation and the expectations of the Office of Emergency Management Victoria (EMV) and Victorian State Emergency Service (VicSES) who are responsible for auditing the Plan.

The MEMPlan 2014 was adopted by the Municipal Emergency Management Planning Committee on 27 November 2014 and endorsed by the Chief Executive Officer of Wellington Shire Council in accordance with the Emergency Management Manual of Victoria and Council Delegations for presentation to the audit panel on 1 December 2014.

The MEMPlan 2014 passed audit on 5 January 2015. The Audit Report is yet to be received and the audit recommendations will be incorporated into the next version of the MEMPlan in the first half of 2015.

**OPTIONS**

Council has the following options:

1. Receive the Municipal Emergency Management Plan; or
2. Request additional information and not receive the Municipal Emergency Management Plan.

**PROPOSAL**

It is proposed that Council receive the updated Municipal Emergency Management Plan 2014.

## **CONFLICT OF INTEREST**

No Staff and/or Contractors involved in the compilation of this report have declared a Conflict of Interest.

## **FINANCIAL IMPACT**

There is no direct financial impact on Council in regard to adoption of the plan. The financial impact occurs in time of emergencies when the Plan is actually put into action.

## **LEGISLATIVE IMPACT**

Section 20(1) of the *Emergency Management Act 1986* states “a municipal council must prepare and maintain a municipal emergency management plan”. This plan complies with the legislative requirements set out in the Act and the Emergency Management Manual Victoria.

## **COMMUNITY IMPACT**

Council has seen in recent events the impact that large scale emergencies have had on the community right across Wellington. The MEMPlan demonstrates Council’s preparedness and arrangements to assist the community in response to adverse events.

## **CONSULTATION IMPACT**

The plan was adopted by the Municipal Emergency Management Planning Committee at its meeting on 27 November 2014. The Municipal Emergency Management Planning Committee consists of representatives from Council, response and support agencies as well as other co-opted industry representatives.

## **PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY**

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### **RECOMMENDATION**

***That Council receive the updated Municipal Emergency Management Plan 2014 as attached.***



**D. URGENT BUSINESS**



**E. FURTHER GALLERY AND CHAT ROOM COMMENTS**



**F. CONFIDENTIAL ATTACHMENT/S**

**F. CONFIDENTIAL ATTACHMENT/S**

**ITEM F1.1      GORDON STREET RECREATION RESERVE SECTION 86 COMMITTEE OF  
MANAGEMENT MEMBERSHIP  
(REFER TO ITEM C5.5 OF THIS AGENDA)**

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**WELLINGTON**  
SHIRE COUNCIL  
*The Heart of Gippsland*

**ORDINARY COUNCIL MEETING  
3 FEBRUARY 2015**

On this 12 January 2015, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Glenys Butler (Delegate) declare that the information contained in the attached document **GORDON STREET RECREATION RESERVE SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

***(h) any other matter which the Council or special committee considers would prejudice the Council or any person***



.....  
General Manager Liveability (Delegate)

**ITEM F1.2      GORDON STREET RECREATION RESERVE SECTION 86 COMMITTEE OF  
MANAGEMENT MEMBERSHIP  
(REFER TO ITEM C5.6 OF THIS AGENDA)**

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**ORDINARY COUNCIL MEETING  
3 FEBRUARY 2015**

On this 12 January 2015, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Glenys Butler (Delegate) declare that the information contained in the attached document **BRIAGOLONG RECREATION RESERVE COMMITTEE OF MANAGEMENT MEMBERSHIP** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

***(h) any other matter which the Council or special committee considers would prejudice the Council or any person***



.....  
**General Manager Liveability (Delegate)**



**G. IN CLOSED SESSION**

**G. IN CLOSED SESSION**